



# PLEASANT VALLEY SCHOOL DISTRICT

Brodheads ville, Pennsylvania 18322



**DOUGLAS C. ARNOLD, Ph.D**  
Superintendent of Schools

Telephone: (570) 402-1000 / Fax: (570) 992-7275  
www.pvbears.org

**ANTHONY A. FADULE**  
Assistant Superintendent for  
Personnel/General Administration

**CAROLE M. GEARY**  
Assistant Superintendent for  
Curriculum & Instruction

**CHRISTOPHER J. FISHER**  
Assistant to the Superintendent for  
Professional & Support Services

**SUSAN H. FAMULARO**  
Business Manager

## Minutes

### Workplace Safety Committee

*Safety is No Accident*

Thursday, August 2, 2012

8:30 AM

Administration 2<sup>nd</sup> Floor Conference Room

<b>Attending:</b>	<b>Bev Hofford</b>	<b>Ken Newman</b>	<b>Chris Fisher</b>	<b>Rodney Green</b>
	<b>Scott Campbell</b>	<b>Elke Reeves</b>	<b>Marie D'Amato</b>	<b>Bonnie Grammes</b>

**Visitor:**

- I. Meeting called to order at approximately 8:35 am.
- II. July meeting minutes approved by motion from Bonnie Grammes and seconded by Scott Campbell – motion carried.
- III. Old Business
  - 1. Confined space training discussion
    - a. Rich Hicks and Rodney Green will coordinate with SDIC
    - b. October probably a good time to do
    - c. Involves maintenance personnel only
- IV. New Business
  - 1. July Injury Report
    - a. 7/11/12 – HS Custodian moved bucket of water, injured lower back – no medical – no lost time
      - i. Supervisor completed injury report – no recommendations
      - ii. Committee members inquired
        - How full was bucket?
        - Was person wearing back brace or other protective equipment?
      - iii. Chris will follow up with supervisor
    - b. 7/31/12 – PVI custodian attempting to cut down palette when it fell over catching both legs between palette and the dock plate injuring legs and right foot – medical sought – no lost time
      - i. Injury Report not yet available – discuss at September meeting
- V. Discussion
  - 1. Accident / Injury Reports need to be submitted to Marie as soon after the incident as possible

- i. Chris will mention at administrative meeting
  2. Chris asked Marie about getting an end of year accident report from PMA for last year.
    - i. Marie will check.
  3. Rodney mentioned that there were only 3 injuries with all the added moving that maintenance and custodial personnel did over the summer.
    - i. Chris will mention a administrative meeting.
  4. Short review / discussion on transporting injured person in personal vehicle
  5. All safety equipment ordered for computer techs, custodians, and maintenance has been received and distributed.
    - a. Need for anything else? Cole weather wear?
  6. At next administrative meeting Chris will introduce web site for new liability insurance carrier.
- VI. Meeting adjourned at approximately 8:51 am.
- VII. Next meeting is Thursday, September 13, 2012, 8:30 am, administration 2<sup>nd</sup> floor conference room.