



PLEASANT VALLEY SCHOOL DISTRICT

District Administration Office
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CAROLE M. GEARY

Superintendent of Schools

KENNETH NEWMAN

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Assistant to the Superintendent

SUSAN H. FAMULARO

Business Manager

**Minutes
Workplace Safety Committee
Safety is No Accident
Thursday, March 6, 2014
8:30 AM**

Administration Building 2nd Floor Conference Room

Attending:	Ken Newman	Chris Fisher	Bev Hofford	Elke Reeves
	Scott Campbell	Bonnie Grammes	Marie D'Amato	Shannon Mackes
	Rodney Green	Rich Hicks		

Visitor: **Scott Stohrer, CSP CMI (Compliance Management International), Trainer**

- A. Meeting called to order at 8:34 am.
- B. February meeting minutes approved by motion from Bonnie Grammes and seconded by Marie D'Amato; motion carried.
- C. Old Business
 - 1. 8 new radios for night custodians -2 each building
 - 2. Building incident rooms almost completed.
 - 3. Annual precertification training following this meeting.
- D. New Business
 - 1. Discussion
 - a. 500 chairs and some tables ordered
 - b. Cut down on moving from building to building for events
 - 2. February Injury Reports
 - a. 2/4/14 – PVE custodian slipped on ice in parking lot after night shift
 - No medical sought; no lost time
 - ✓ Parking lots not treated until early morning.
 - Supervisor completed accident report; no recommendations.
 - b. 2/7/14 – PVI teacher leaning over to file papers, stood up and hit head on cabinet.
 - No medical sought; not lost time
 - Supervisor completed Accident Report. Recommended that she shouldn't be sticking her head into the PSSA cage.

WSC Meeting

3/6/14

- c. 2/19/14 – High School PPA slipped and fell on ice in parking lot injuring lower right back, right upper arm and right hand.
 - No medical sought; no lost time
 - Supervisor completed Accident Report.
 - ✓ Called maintenance/custodial to be certain parking lot had been treated.
 - ✓ Cautioned person to be more careful on icy surface.
- d. 2/11/14 date of accident; accident report not received until 2/27/14 – High school custodian pinched sciatic nerve in left leg while shoveling snow
 - Medical sought; lost time
 - Supervisor completed Accident Report; recommended custodian wear back brace while shoveling snow.
 - Committee:
 - Is back brace practical when shoveling snow? Would be difficult to shovel snow with brace on. Other solution?
 - Why did it take 2 weeks for Accident Report to be submitted to business office? Follow up with supervisor, Howard Scott needed.
 - Custodian had been out of work off and on since accident happened on 2/11/14.

E. Discussion

- 1. How do we know what is the work status of persons out on medical leave due to accident/injury?
 - a. Marie D'Amato said that the doctor will send her a work status report if she calls them for it.

F. Adjournment at 9:00 am.

- G. Next meeting will be on April 3, 2014, at the high school in the F hall conference room at 8:30 am. Safety walk through will begin at 7:45 am with participants meeting in the Administration main lobby.

Respectfully Submitted: Beverly Hofford, Secretary