



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 8, 2013

8:30 AM

Administration 2nd Floor Conference Room

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

Visitor:

- I. Meeting called to order at approximately 8:32 am.
- II. July meeting minutes approved; motion by Elke Reeves and second by Marie D'Amato
- III. Old Business
 - 1. Respirators for maintenance will be ordered.
 - 2. First Aid Training
 - a. secretaries
 - ✓ Bev to check with trainer for possible dates in October (Columbus Day?)
 - ✓ Trainer OK with 25 people per session; can do 2 sessions a day
 - b. Teachers
 - ✓ Need feedback from principals
 - ✓ Date – possible in service days; some with secretaries
 - c. AEDs in security vehicles
 - ✓ Orders will be placed for 4 AEDs and hard covers, pediatric pads for each
 - ✓ Order for 4 plastic storage containers will be placed
 - d. New eye wash stations have not been installed
 - 3. De-escalation training for secretaries discussed
 - a. Bev to check for dates with trainer
- IV. New Business
 - 1. June/July injury reports reviewed
 - a. 6/7/13 – Follow up: substitute custodian splashed water with cleaning chemicals from emptying bucket on leg
 - ✓ Reviewed at June meeting
 - ✓ Returned to supervisor for additional information/recommendations
 - Supervisor recommended bending closer to sink when emptying buckets

- b. 6/3/13 – Follow up: PVE custodian slipped and fell on damp carpet
 - ✓ Reviewed at June meeting
 - ✓ Returned to supervisor for further information/recommendation
 - Supervisor recommended that humidity caused wet/damp carpet and running air conditioning during working hours would help relieve the problem.
- c. 6/20/13 – PVI custodian fell and hit head on floor, became unconscious
 - ✓ Medical sought
 - ✓ Lost time (still not back to work)
 - ✓ No witnesses to accident
 - ✓ Video tape will be viewed
 - ✓ Workman's Comp paperwork given to custodian to complete
- d. 6/25/13 – PVE custodian slipped and fell on wet floor injuring face, hand, and wrist
 - ✓ Medical sought
 - ✓ No lost time
 - ✓ Wet floor signs posted in area
 - ✓ Head custodian and supervisor instructed employee to be aware of wet floor signs and not to walk on wet area
- e. 8/5/13 – Maintenance employee sprained left knee when entering trench while installing a water lining
 - ✓ No information or recommendations from supervisor
 - ✓ Supervisor didn't sign accident report
 - ✓ Accident report will be returned to supervisor for signature and more information
 - ✓ Will be readdressed at September meeting

V. Discussion

- 1. Building safety walk through at high school and middle school
 - ✓ Do later than 7 AM since students are arriving at that time
 - ✓ Students in classes at high school by 7:45 and 7:50 at middle school
 - ✓ Change safety walk thru times for HS and MS

VI. Meeting adjourned at approximately 9:05 am with motion by Shannon Mackes and second by Bonnie Grammes.

VII. Next meeting is Thursday, September 12, 2013, 8:30 am at high school F hallway conference room

- 1. Meeting to follow safety walk through at 7:45 am