

SAFETY COMMITTEE MEETING MINUTES

November 19, 2015

3:15 p.m.



PRESENT: Robert Miller, Holly Sawyer, Joy Leitch, Polly Nicosia, Karen Myers

MINUTES: Minutes from the October 15, 2015, meeting were reviewed and approved.

OLD BUSINESS:

- Storm drain damage north parking lot during an event at HS athletic field. (repaired)
- Auditorium sound cable hazards. (eliminated)
- PVCH parking lot lighting failure. (repaired)
- Bees @ PVHS and concession stand (eliminated)
- Fleas @ Rebersburg Elementary School (ongoing problem-not epidemic)
- Pavement – tripping hazard @ PVE/I (repair delayed until spring)

NEW BUSINESS:

- **Crisis and Emergency Response Manual** – It was reported that the responsibility flow charts need to be updated in all building manuals to reflect current personnel. Shelly Weaver will be asked to create and distribute updated flow charts.
- **10/27/2015 Liberty Mutual Risk Control Visit** – Cyrus Baker Consultant Mr. Miller reported that a risk control visit took place on October 27, 2015. The visit resulted in two recommendations as follows:

Rec. 2015-1 Sexual Misconduct and Harassment Training – *It was recommended that all staff are initially and annually trained on sexual misconduct and harassment. Staff should not only be aware of the rules outlined in the school policies, but also of how to identify sexual misconduct and harassment and what to do if they see it.*

PVSD Response – This training is not currently required for school districts. Mr. Miller will provide his findings as a customer response to this recommendation.

Rec 2015-2 Weight Room Benches – *Remove from service all benches in the weight room that have damaged padding. At the time of my visit, the padding on three older weight benches was damaged. Damaged padding can expose users to cuts and bacterial infection.*

PVSD Response – Referenced benches will be removed.

WORKPLACE SAFETY CONCERNS:

- Mr. Miller reported that he attended a “PA Department of Safety and Standards” session conducted by the Department of Labor and Industry at PASBO recently. He came away from the session with an 800 contact number if we have any concerns as well as updated information regarding OSHA standards.
- Karen Myers shared emails that she received from high school faculty members in response to her request for safety concerns within the building.
 - Shawnee Heckman (Room 22) reported that a window latch is broken not allowing her to open one of only four windows in the room.
 - Mike Stitzer (Room 27) reported some faulty outlets in his room that need attention.
 - Todd Johnson (Large Gym) reported that the large gym doors don’t lock and are missing some handles. He also shared a concern with the ability to hear the PA system effectively from either gym.
 - Drew Welch also expressed a concern with the PA system reaching all areas of the building. He inquired about the plan for a lockdown during lunch. He also recommended that the placement of AED’s in the building should be reflected on the floor plan.

Mr. Miller addressed the shared concerns. He was under the impression that the Room 22 window had been repaired but will follow up. He also shared that Builder’s Hardware have been contracted for some repairs/replacements; however, the current focus is on exterior doors. The interior gym door problems will most likely be addressed through the planned renovations to the old gym. He acknowledged that adding AED placement to building floor plans is a good suggestion as well as adding occupancy compliance for large group areas such as the gyms, cafeterias, auditorium, etc. As far as the plan for a lockdown occurring during lunch, there is no good plan for that situation. Mr. Miller will be attending training in January regarding procedures for lockdown and hopes to return with suggestions for many improvements to our current plan.

ACCIDENT REVIEW:

- No new accidents were reported.

Next Meeting – December 22, 2015 – 3:15 p.m. – Admin. Conf. Rm.