



White Bear Lake Area Public Schools

Health and Safety Committee Meeting – October 11, 2017

7:30 a.m. – Community Theater Atrium

Agenda:

1. Introductions & Summary of Committee Goals

Dan Roeser

2. Building Safety Summary

Debbie Green, Dan Roeser

3. HR Announcements/Discussion

Rebecca Edberg

4. First Report of Injuries

Dan Roeser to summarize injuries to date for 2017. (Copies of the summary of incidents will be forwarded to Principals/Associate Principals after the meeting).

5. Review of Summer Projects Completed

Dan Roeser, Scott Larson

6. Recent/Upcoming Health and Safety Activities

Dan Roeser/Scott Larson/Debbie Green to discuss recent health and safety activities, and describe upcoming projects.

JULY '17	AUGUST '17	SEPTEMBER '17
<input type="checkbox"/> Submit H&S policy to Board <input type="checkbox"/> 5-yr. bleacher checks (due 2017) <input type="checkbox"/> 6-month or 3-year asbestos survey June/July (3-yr. due 2018) <input type="checkbox"/> Fire Marshal inspections (2017) <input type="checkbox"/> North hoist & district-wide Fall Protection audits due (SMI) <input type="checkbox"/> Conduct mock OSHA audits BusGar/Grnds/Mntc (July-Aug.) <input type="checkbox"/> 2-yr. MG audits (next due 2017) <input type="checkbox"/> Send ann. notices(Asb/IAQ/IPM)	<input type="checkbox"/> PM: Verify exit routes posted <input type="checkbox"/> Arrange annual fire ext. maint. <input type="checkbox"/> Test alarms/sprinkler systems <input type="checkbox"/> Bus Garage lift inspections due <input type="checkbox"/> Review BBP ECP w/Hlth Svcs <input type="checkbox"/> Review SDS Bks/PPE-Nutr.Svcs <input type="checkbox"/> Schedule forklift trng. (due 8/17) <input type="checkbox"/> Check training status-Util.Vehs. <input type="checkbox"/> Conduct ann. playground checks <input type="checkbox"/> Audit safety vest program <input type="checkbox"/> Renew H.O. CLIA certs. (2018)	<input type="checkbox"/> Conduct bldg audits <input type="checkbox"/> Update H&S website details (pest. application, committee info.) <input type="checkbox"/> Schedule Art/Sci/TE mtgs. <input type="checkbox"/> Set up SS annual online trng. <input type="checkbox"/> Update H&S info. on web page <input type="checkbox"/> Provide annual Nutrition Svcs. trng. <input type="checkbox"/> Discuss annual calendar schedule <input type="checkbox"/> Conduct vent tests (Tech Ed) <input type="checkbox"/> E-mail notice: HearingConsProg <input type="checkbox"/> Schedule scissor lift inspections

PM: Preventive Maintenance

7. Department or Building Concerns

Dan Roeser to ask building representatives to report on building safety concerns.

8. Next Meeting Date:

January 17, 2018



White Bear Lake Area Public Schools

MINUTES

Health and Safety Committee Meeting – April 12, 2017
7:30 a.m. – Community Theater Atrium

Agenda:

1. Introductions and Review of Committee Goals

Dan Roeser

2. HR Announcements/Discussion

Dan Roeser reminded committee members to encourage coworkers to promptly report injuries.

3. First Report of Injuries

Dan Roeser summarized injuries to date for 2017. (Copies of the summary of incidents were forwarded to Principals/Associate Principals after the meeting).

4. Summary of Recent Projects Completed

Dan Roeser, Scott Larson, Debbie Green – Recent projects: reports to MNOSHA, renewal of hazardous waste licenses, elevator inspections.

5. Recent/Upcoming Health and Safety Activities

Dan Roeser/Scott Larson/Debbie Green discussed recent health and safety activities, and described upcoming projects for April-May-June as well as summer projects:

- Partial roof replacement at CMS
- Sidewalk repairs (to eliminate trip hazards)
- Playground inspections
- Drain tile work at Hugo and Vadnais
- District Camera and Visitor Management Systems

APRIL '17	MAY '17	JUNE '17
<input type="checkbox"/> Conduct bldg audits <input type="checkbox"/> Art/Sci/TE mtgs. (4/11/17) <input type="checkbox"/> Safety comm. mtg. (4/12/17) <input type="checkbox"/> & annual assessment <input type="checkbox"/> Check training status-Util.Vehs. <input type="checkbox"/> Schedule H&S trng for seasonal employees (Custodial, Grounds) <input type="checkbox"/> PM: Schedule aerial lift inspecs <input type="checkbox"/> Conduct vent tests (Science, Art)	<input type="checkbox"/> Submit report fees to ERC <input type="checkbox"/> Provide ann heat stress reminder <input type="checkbox"/> Summer Grounds staff H&S training due <input type="checkbox"/> E-mail DOT sharps info. to Building Operations <input type="checkbox"/> Arrange with vendor for Custodial SDS updates <input type="checkbox"/> Assess rooftop railing needs	<input type="checkbox"/> Prepare H&S materials for Board <input type="checkbox"/> Summer playgrnd staff trng. due <input type="checkbox"/> Arrange ann. sharps disposal (St. John's or vendor) <input type="checkbox"/> Check status: Cust. SDS Books <input type="checkbox"/> Schedule annual hoist inspecs. (North, South, Sunrise, Bus Garage) <input type="checkbox"/> Schedule Fall Protection audits <input type="checkbox"/> Schedule Custodians' Back Safety Training?

PM: Preventive Maintenance

6. Department or Building Concerns

Dan Roeser asked building representatives to report on building safety concerns.

7. Next Meeting Date:

To be determined