



White Bear Lake Area Public Schools

Health and Safety Committee Meeting – January 17, 2018

7:30 a.m. – Community Theater Atrium

Agenda:

1. Introductions and Committee Goals

Dan Roeser

2. HR Items

Dan Roeser

3. First Report of Injuries

Dan Roeser to summarize injuries incidents reported in 2017, and discuss OSHA's form 300 Log of Work-Related Injuries and Illnesses for 2017. (Copies of the summary of incidents will be forwarded to Principals/Associate Principals after the meeting).

4. Recent Health and Safety Activities (November – December – January)

Dan Roeser/Scott Larson/Debbie Green to discuss recent health and safety activities.

- Annual hearing tests (11/21/17) for Tech Ed, Band & PE teachers. Notifications and follow-up meetings for 7 employees whose tests showed standard threshold shifts.- **Debbie**
- Annual departmental safety meetings: Tech Ed (10/10/17), Art (12/12/17) & Science (South-1/9/18) teachers - **Debbie**
- Head Engineers' Annual Refresher Training (11/29/17): Lockout-Tagout and Confined Space procedures; Scissors Lifts- **Scott**
- 5-Year Radon Tests – district wide (samplers placed 11/15/17-12/4/17 for 90-day test)-**Dan**
- Year-end assessment of SafeSchools training (deadline to complete training: 12/31/17)- **Dan**

5. Upcoming Health and Safety Activities (January-February)

Dan Roeser/Scott Larson/Debbie Green to discuss and describe upcoming health and safety activities

- Renew hazardous waste licenses (January) - **Dan**
- Compile and post OSHA 300A Summaries in each building for 3 months (February 1-April 30)-**Dan**
- OSHA fall protection grant- **Dan**
- Lead in water testing- Central, DC, Lincoln- **Dan**
- Indoor Air Quality (IAQ) classroom checks – December, January (see checklist example)- **Debbie**
- 6-month Asbestos Inspections & Repairs – December, January –**Debbie**
- Mock OSHA building walkthroughs- **Debbie**
- Custodians' Annual Refresher Training (1/25/18): Electrical Training, Boiler Room Fall Protection, Ladder Safety-**Scott**

6. Department or Building Concerns

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

7. Next Meeting Date:

April 18, 2018



White Bear Lake Area Public Schools

MINUTES

Health and Safety Committee Meeting – October 11, 2017

7:30 a.m. – Community Theater Atrium

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 summarized injuries to date for 2017. (Copies of the summary of incidents were 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 discussed recent health and safety activities, and described 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

1. Department or Building Concerns

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

2. Next Meeting Date:

January 17, 2018