

# RICHFIELD PUBLIC SCHOOLS

## Health, Safety and Wellness Committee

### Meeting Minutes

10.14.2021

**Meeting Called to Order: 7:15 a.m. in the District Office Boardroom.**

#### Members Present

- Peter Fitzpatrick (Centennial Custodial) - Virtual
- Daniel Holcomb (IEA Health & Safety)
- Michael Manning (Food Services Director)
- Will Wlizlo (Safe Routes to School Coordinator)
- Craig Holje (Chief Human Resources Admin Officer)
- Luke Sammon (SFM Insurance) - Virtual
- Lamija Alisic (Hanover Insurance) - Virtual
- Darby Swank (Exposure Control Officer, District Nurse)
- Dan Kretsinger (Facilities & Transportation Director)
- Courtney Laduke (Food Services)
- Jenny Rodriguez (RDLS Health Services) - Virtual
- Marta Weirich (Human Resources)
- Carole McNaughton-Commers (Community Education Director) - Virtual
- Rachael Lenmark (Health Resource Center)
- Kao Yong Yang (Food Service Intern)

## Minutes

#### **INTRODUCTION / NEW MEMBERS**

- Introductions were made for all committee members.

#### **REVIEW INCIDENT REPORTS**

- Darby Swank will report observations and incidents starting next meeting in December.

#### **WORKERS COMPENSATION UPDATE**

- There have been nine total claims since the beginning of the school year. 8 claims have been incident only and 1 claim included medical treatment. Last year, the district had twenty-eight claims total for the year.
- Employees are directed to call the SFM hotline to help triage the injury. The SFM hotline number is 855-675-3501.

#### **COVID-19 INFORMATION AND UPDATES**

- Air Purifiers – Craig has been working with a group of parents that want to donate air purifiers. We are working with staff for guidelines to bring their own air purifiers in if they choose. The guidelines have not been finalized but will be posted on the district website when completed. The air purifiers need to meet fire code, noise levels, and

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- meet certain UL or ETL-Intertek standards. Commercial air purifying units have been installed in health services at all buildings.
- Pool Locker Room – The pool locker rooms have been shut down and locked to help distance people from each other. Dan will be working with Bloomington Public Health in order to open them up safely.
  - COVID-19 ETS Health Services – Health service staff is part of the Respiratory Protection Program according to the new OSHA COVID-19 Emergency Temporary Standard. They are required to wear N95 masks when around suspected or confirmed COVID-19 students/staff. They have been required to complete a medical evaluation in order to be approved to wear a N95 respirator. They have been fit-tested and will be included in the districts Respiratory Protection training via Safe Schools.
  - The district is currently waiting guidance by the Occupational Safety and Health Administration (OSHA) in regards to vaccination and testing requirements.

#### WELLNESS UPDATE

- Nutrition Services Update – Signed a food forward pledge to increase plant-based entrees by 20%. Over 108,000 breakfasts and lunches have been served so far. Due to supply chain issues, menus have changed due to shortages of certain items. The district has completed three health inspections. A meeting with Impossible Meats is scheduled on 10/14.
- Employee Wellness
  - Employee assistance program: All employees have access to the employee assistance program. This includes six free visits in-person or remote to help with physical or mental health.
  - Wellbeats – Offers 30 channels and hundreds of virtual fitness classes with something for every age, stage and ability.
  - Health Joy App – Offers a simplified benefit experience, support for healthcare decisions, and an easier way to discover benefits.
- Safe Routes to Schools Update –
  - Bicycle Fleet - Acquired a bicycle fleet and assembled a trailer for mobile storage. We're using it for the first time this fall! It was programmed for in PE-class education at all levels of education. It started at RHS, next traveled to RDLS (and RCEP), and is ending the semester at RMS.
  - Looking Into an SRTS Infrastructure Grant - Looking to implement a component of the Richfield SRTS Engineering Study by adding a sidewalk on the south side of the STEM/RDLS complex.
  - Looking Into an SRTS Boost Grant - Interested in purchasing upgraded bicycle parking for the RHS complex (high school, central, athletic facilities).
  - Bicycle Parking at Middle School - Finalizing an upgrade to bicycle parking at RMS. Bloomington Public Health agreed to reimburse us for about \$2,000 worth of parking; facilities department laid concrete in October.

#### HEALTH & SAFETY UPDATE

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### Meeting Minutes

10.14.2021

- SFM Safety Grant – Dan Kretsinger applied for a winter slips & falls grant from SFM to assist with the purchase of a new snow removal machine with attachments. Richfield received the full grant amount of \$2,000 to assist with the purchase.
- Machine Guarding Assessment - IEA completed machine guarding assessments throughout the district with the exception of high school shop and middle school shop classes due to construction. IEA will complete the assessments on 10/21. These assessments will be used to obtain quotes for machine improvements to help prevent injuries to students and staff.
- Chemical Inventory - IEA completed a chemical inventory of various departments at the high school in the summer. IEA will continue to work on this project at the high school during non-school days. IEA will work at completing one school per year in order to have an updated inventory for the district. This inventory is used to update the districts safety data sheet library on EHS.com to ensure that we have SDS's for chemicals on-site.
- CPR/AED/First Aid Training for Transportation Staff - Training will be provided to the transportation and head custodial staff next Thursday. 16 employees have registered for this event. We will also be holding another training in March for employees who were unable to attend this month.
- Health & Safety Email Concerns – No submissions to review since the last committee meeting. The email address is [health-safety@rpsmn.org](mailto:health-safety@rpsmn.org).
- Safety Suggestion Form – No submissions to review since the last committee meeting. The form is located on the District website under the Facilities page.

#### FACILITIES UPDATE

- Construction Update – The referendum projects are more in the punch list phase in wrap up the project.
- Summer Projects Overview – Request for proposals (RFP's) will be going out in January for projects next summer.

#### NEW BUSINESS

- Health Resource Center – The center serves Richfield youth up to 21 years old and provides free services. All students are seen regardless of health insurance status and if under 18, require parental/guardian consent. The center has Park Nicollet staff on-site every Wednesday from 1 p.m. – 5 p.m. The center does not have COVID testing on-site.

#### OPEN DISCUSSION

- Committee Goals for 2021/2022 School Year – The goal for the committee is to provide communication. Bring items to the committee that you are hearing from colleagues and share information that you've learned from the committee.

**NEXT MEETING: THURSDAY, DECEMBER 16<sup>TH</sup>**

**LOCATION: DISTRICT OFFICE BOARDROOM**

**TIME: 7:15 AM**