



**Canon-McMillan School District
Safety Committee**

Meeting Minutes

Date: March 1, 2023

Location: North Strabane Intermediate School

I. Call to Order

The meeting was called to order by Mr. McCullough at 10:13 a.m.

II. Roll Call

Donna Barca	Jurdon Maier	Neil Stewart	Bobbi Dopudja
Debbie Grebeck	Joni Mansmann	Ron Totterdale	Staci Wheeler
Karl Herald	Tim McCullough	Michael Daniels	
Michael Kelley	John Pape	Mark Abbondanza	

III. Approval of the Minutes from the February 15, 2023 meeting

Mr. McCullough asked if everyone had a chance to review the minutes from the February 15, 2023 committee meeting. He then requested a motion to approve the minutes. Motion to approve made by Mr. Kelley and seconded by Mr. Pape. All in favor -14; opposed - 0; minutes approved.

IV. Chairperson's Report

Mr. McCullough introduced Ray Adams, from Encova, to the committee and noted that Mr. Adams will be presenting an analysis of worker's compensation claims and trends seen so far during the 2022-23 school year.

Mr. McCullough reported that the lack of winter weather has been a welcomed change and has had a significant impact on the number of winter weather related incidents. HR had sent out communications to all staff at the beginning of the season regarding winter weather safety measures.

Mr. McCullough noted that the HANDS application will be submitted in April. This information is submitted to the state and verifies that the committee is meeting regularly. We are able to get a 5% discount on our worker's compensation carrier rates because of this reporting.

V. Open Issues

Mr. Maier reported that there are a few outstanding long-term open tickets. The District has recently received a grant that will go towards the purchase of additional security cameras for the buildings.

VI. Old Business

Mr. Maier noted that treads on the pool steps at the high school were replaced the day following the safety committee's building inspection and that the PA system in the gymnasium has been repaired.

VII. New Business

Mr. McCullough noted no new business.

VIII. Review of Work Related Incidents since the last meeting and corrective actions taken

Ms. Grebeck reported that there was 1 incident since the last meeting.

- A. A staff member was walking down steps carrying a box and a bag and missed a step and fell. She twisted her ankle during the fall. She was seen at MedExpress and diagnosed with a sprain. There was no loss of work time and no further medical followup planned. Corrective action: do not carry items that block your sightline. If carrying a large object, walk on flat, well-light areas.

2023.03.01 Safety Committee Minutes continued

Mr. Adams spoke to the committee about his analysis of recent claims and trending of reportable incidents. He noted that, overall, the District was doing a wonderful job and he was happy to report that there was only one incident that resulted in indemnity. He did note that the District was able to accommodate the individual's restrictions and get them back to work as soon as possible.

Mr. Adams noted that all of the claims involving professional staff and paraeducators were "incidents only" and did not result in medical claims or loss of work time. Mr. McCullough added that some of the buildings were having increased incidents of staff being pinched or scratched by special needs students and that the District had recently ordered protective sleeves for staff to wear while working with these children. Mr. Adams noted that he would send Mr. McCullough additional resources on these types of protective arm wear. Mr. McCullough related that there is a specific process that is followed when incidents occur involving special needs students. Student behaviors are assessed and monitored and the IEP team is convened as needed. Mr. Adams noted that it is good practice that these incidents/claims are reviewed and discussed.

IX. Round Table

North Strabane Intermediate School Representatives: Dr. Abbondanza, Ms. Dopudja and Ms. Wheeler noted no issues.

Transportation: Mr. Pape noted no issues.

Mechanics: Mr. Stewart noted no issues.

Maintenance: Mr. Karl, Mr. Totterdale and Mr. Maier noted that the department has been working on any maintenance requests that are presented by the schools.

Technology: Mr. Kelley noted that the department has relocated to their new location at the previous administration building near the stadium. He related that there needs to be better lighting in the parking lot at this facility. Mr. Maier noted that he will check into the current lights and that some may need a new photo cell.

Central Office: Ms. Barca and Ms. Mansmann noted that Central Office has now relocated to their new building at the middle school. The "punch list" of outstanding work orders and changes is still being completed by the contractor. Mr. Daniels reported that the District's health and safety is reviewed every 6 months and there have been no recent updates. Masks remain optional within all District buildings.

X. Suggestion Box

Mr. McCullough noted that there was nothing in the suggestion box.

XI. Adjournment

Mr. McCullough asked for a motion to adjourn the meeting. Motion was made by Mr. Pape and seconded by Mr. Stewart. The meeting was adjourned at 10:31 a.m. followed by an inspection of the building led by Ms. Wheeler.