



**Canon-McMillan School District  
Safety Committee**

# Meeting Minutes

**Date: September 14, 2022**

**Location: Central Office**

**I. Call to Order**

The meeting was called to order by Mr. McCullough at 12:49 p.m.

**II. Roll Call**

Donna Barca	Karl Herald	John Pape	Michael Daniels
Scott Chambers	Michael Kelley	Neil Stewart	
Debbie Grebeck	Tim McCullough	Ron Totterdale	

**III. Approval of the Minutes from the August 31, 2022 meeting**

Mr. McCullough asked if everyone had a chance to review the minutes from the August 31, 2022 committee meeting. He then requested a motion to approve the minutes. Motion to approve made by Mr. Pape and seconded by Mr. Stewart. All in favor -10; opposed - 0; minutes approved.

**IV. Chairperson's Report**

- A. Annual Safety Committee recertification training for Core Members
  - a. Mr. McCullough reported that the annual recertification training for the Core members will be directly following this reorganization meeting.
- B. Annual training for all other Safety Committee members
  - a. Mr. McCullough related that he is working with Ray Adams from Encova to secure training dates for Safety Committee members in October. He noted that the committee members liked past training sessions where Mr. Adams was the presenter.
- C. COVID Update
  - a. Mr. McCullough reported that there has been a recent increase in reportable cases within the District. The newly revised flowchart has been working well and staff have been compliant with its use and recommendations for isolation if they are not feeling well. Mr. Daniels reported that there has not been any guidance, at the state level, regarding school closure protocol.

**V. Open Issues**

Mr. Herald reported that the maintenance department has been working on wrapping up the outstanding work orders at the high school and that the pothole in the Central Office parking lot has been repaired.

**VI. Old Business**

Mr. McCullough noted no old business.

**VII. New Business**

- A. Bylaws Revision
  - a. There were no changes made to the bylaws for the 2022-2023 school year. A motion was made by Mr. Daniels to accept the changes in the bylaws as presented; motion seconded by Ms. Barca; all in favor - 10, opposed - 0; bylaws were approved for the 2022-2023 school year.

## 2021.09.08 Safety Committee Minutes continued

- B. Meeting Schedule for 2022-2023 school year
  - a. Mr. McCullough noted that the meeting schedule for the 2022-2023 school year is pending as he is awaiting training dates from Ray Adams (Encova).
  - b. A proposed list of the Safety Committee members for the 2021-22 school year is also pending at this time. Ms. Grebeck will work with the building principals to generate an updated list which will then be distributed to members.
- C. Annual election of officers for the Safety Committee
  - a. The floor was open to nominations from the members present.
    - i. **Chair:** Mr. Chambers nominated Mr. McCullough as the Safety Committee Chair. The motion was seconded by Ms. Barca. All in favor - 10; all opposed - 0. Mr. McCullough will serve as Safety Committee Chair for the 2022-2023 school year.
    - ii. **Co-Chair:** Mr. Herald nominated Mr. Maier as the Safety Committee Co-Chair. The motion was seconded by Mr. Stewart. All in favor - 10; all opposed - 0. Mr. Maier will serve as Safety Committee Chair for the 2022-2023 school year.
    - iii. **Secretary:** Ms. Barca nominated Ms. Grebeck as the Safety Committee Secretary. The motion was seconded by Mr. Daniels. All in favor - 10; all opposed - 0. Ms. Grebeck will serve as Safety Committee Secretary for the 2022-2023 school year.

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

Ms. Grebeck reported that there were no incidents since the last meeting.

### IX. Round Table

**Maintenance:** Mr. Herald noted no issues. The department has been working on preparing for the delivery of the mobile classroom (trailer) at Wylandville scheduled for September 15, 2022.

**Central Office:** Ms. Barca noted no issues.

**Technology:** Mr. Kelley noted no issues.

**Support Facility** - Mr. Maier noted no issues.

**Mechanics:** Mr. Stewart noted no issues and related that the department has caught up on previous outstanding work orders.

### 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. Herald and seconded by Mr. Pape. The meeting was adjourned at 1:00 p.m. with recertification training to begin at 1:30 p.m.