

RICHFIELD PUBLIC SCHOOLS

Health, Safety and Wellness Committee

Meeting Minutes

10.12.2023

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

Members Present

- Craig Holje (Chief Human Resources Admin Officer)
- Dan Kretsinger (Facilities & Transportation Director)
- Daniel Holcomb (IEA Health & Safety)
- Peter Fitzpatrick (Centennial Custodial)
- Michael Manning (Food Services Director)
- Tim Brackett (Safe Routes to School Coordinator)
- Cassi O'Meara (Food Services)
- Michelle Axell (Human Resources Director)
- Michelle Whiteside (Exposure Control Officer, District Nurse)
- Amy Skare-Klecker (Community Education Director)
- Noemi Lopez-Del Valle (Human Resources)

Minutes

WORKERS COMPENSATION UPDATE

- 13 Total Reports (Since beginning of school year)
 - 9 Incident Only
 - 4 Medical Only
 - 0 Loss Time
- Source of injury
 - 8 student related (punch, kick, bites, etc.)
 - 2 slips and falls (1 trip over chair and 1 trip over student)
 - 2 lifting related
 - 1 contusion (hand caught in the door)

REVIEW STUDENT INCIDENT REPORTS

- Elementary
 - Injuries resulting in one half day or more of missed schools = 1
 - Injuries that require care from an outside provider = 4
 - Significant head injuries = 6
- Secondary
 - Injuries resulting in one half day or more of missed schools = 1
 - Injuries that require care from an outside provider = 4
 - Significant head injuries = 1

WELLNESS UPDATE

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- Nutrition Services Update
 - Meals are now free for all students. The district has seen a 10% increase in student participation.
 - The district has partnered with Brand Farms, Revolve Greens, and the Richfield Farmers Market.
 - Soft pretzels were added to all elementary menus because of a student request. A 5th-grade class wrote a letter to the District Food Service requesting pretzels.
 - An audit will occur next year with a review of our wellness policy. A triennial assessment occurred last year. We have several planned cohort meetings to discuss the wellness policy and make sure it aligns with current regulations.
- Safe Routes to Schools Update
 - A law was passed requiring K-8th Grade to do active transportation safety training. This includes pedestrian and cycling safety training. This training was completed this week for every student grades K-8, at all schools.
 - The demonstration project will be removed on 70th near RDLS/STEM. This will be going back to the normal configuration. Crossing guards will remain as well.
 - A balance bike fleet was added for K-2nd grade students. This includes 30 bikes total.
 - We will be adding another bike fleet for secondary education students, with 40 age-appropriate bikes.
- Employee Wellness Initiatives
 - HR added a new benefits newsletter that was sent through ParentSquare on October 2nd. The newsletter includes employee assistance reminders.
 - Direct Link to newsletter: [Newsletter](#)
 - The employee wellness committee has not yet met this year, no report at this meeting.
 - A reminder that Healthjoy is an app if you have district insurance. The app helps you locate in-network doctors, find extra savings on your prescriptions, and navigate your benefits. Find HealthJoy information from the staff intranet/benefits – drop down Medical.

HEALTH & SAFETY UPDATE

- First Aid/CPR Training for Facilities & Transportation Department
 - The department is having two voluntary training sessions on 10/19. The maximum amount of employees that can have completed is 16. If there is more interests, we will include additional future training sessions. Employees will need to complete online training before the trainer is on-site for hands-on activity. This committee will have an on-going discussion on offering this voluntary training to other departments.
- Chlorine Gas Air Monitoring
 - Chlorine gas is used at the Middle School for treating pool water. Chlorine gas is dangerous so we want to ensure the air in the storage area is safe for pool

operators to work. I will be monitoring the air when entering the storage area, while the chlorine gas tanks are changed out, and surrounding areas. Chlorine Gas and Respirator training was completed with the pool operator last week. Additional PPE is being purchased for handling tanks. We are researching chlorine gas alarm systems for alerting staff of unsafe air before entering.

- Lead-in-Water Sampling this Winter
 - Mapping 11/3, Sampling date(s) TBD - IEA will be conducting lead-in-water sampling on this winter. LIW sampling occurs every 5 years. We will be mapping out fixtures on 11/3 to ensure we understand where all the fixtures are located after renovations at the schools. We draw water samples in the early morning before they are used for the day. Our current LIW threshold is 15 ppb. Starting July 1, 2024, MDH has changed the threshold value to 5 ppb (the original threshold value was 20 ppb). We will be using the 5-ppb value for corrective actions and retesting. LIW Sampling dates are TBD and will be scheduled after the mapping. Additional information will follow when closer to the testing date.
- EHS Tasks:
 - Forklift, Scissor Lift, Powered Pallet Jack Training for Facilities Team
 - The training is tentatively scheduled for 10/20. This will be for new operators and for current operators that need a driver performance evaluation to fulfill OSHA requirements to maintain certification.
 - Science Lab Inspections, Eyewash Inspections, Fume Hood Inspections (11/2 & 11/3)
 - These are annual inspections required by OSHA and the Minnesota State Fire Code. IEA to work with chemical hygiene officers Chris Bartlett (HS) and Gregory Vonruden (MS).
- Health & Safety Email Concerns – No submissions to review since the last committee meeting. The email address is 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

- Summer/Fall Projects Overview
 - The high School basement had water intrusion. The leaks were repaired but the wrestling mats absorbed moisture. These mats will need to be replaced.
 - The stadium field turf was replaced in the summer.
 - Feminine hygiene products are required to be available in restrooms by January 1, 2024. These have been purchased and will be installed over MEA.
 - The water main over at Sheridan Hills will be replaced over MEA.
 - The auditoriums at the High School and Middle School will be renovated next summer.
 - The transportation department is still looking for additional bus drivers this school year.
- High School Fire Department Walkthrough

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- One fire department shift went thought the high school last month. The department wants to know where things are located after renovations and how to access them. There's two additional shifts that need to be scheduled.
- Fire Marshal Inspection
 - This inspection will occur next month. These inspections occur every three years.

NEW BUSINESS

- The parking lots were swept last week. There were complaints from bicyclers due to large rocks, sand, and debris in the parking lots.
- Naloxone/Narcan is stored at all AED locations.
- Dan Kretsinger reached out to SFM for winter safety slips, trips, and falls signage.

OPEN DISCUSSION

NEXT MEETING: THURSDAY, DECEMBER 14TH

LOCATION: DISTRICT OFFICE BOARDROOM

TIME: 7:15 AM