



Date: 01/08/2024

## Agenda for Safety Meeting:

Elma School District

1. **Welcome: Jeff, Julie, Tatia, Chief Shultz, Laura, Heather, Melissa, Chris, and Caleb**
2. **Safe Schools Training Reports**  
Dist SA Cust TP DV Food JV
3. **Facility Audit Update Scentsy warmers, oven, storage near sprinklers, rope in weight room, safety posters in shops, emergency power shut offs, rugs**
4. **Drills Rapid Responder** HS Intruder 12/14 MS not inputted Elem not inputted **Caleb will get with Heather to check on event entry status**
5. **Communication / Input from Buildings:**
  - a) High School- **Jeff check and see if Mrs. Nelson's classroom has smoke and CO2 detectors**
  - b) Middle School
  - c) Elementary-
  - d) District Office- **fill hole at front door with concrete**
  - e) Transportation- **winter weather prep**
  - f) Food Service- **disinfectant tablets ordered**
  - g) Maintenance/Custodial-
  - h) East Grays Harbor Fire and Rescue-
  - i) Elma Police Department- **Possible gang related activity Chief will work with MS**

**Caleb will disburse EOP flip charts tomorrow.**

**Injuries slip falls students at elementary. = x2 Staff bit by student x2 staff slip fall in lunch room**

### 3. FollowUps

We will be using the National Incident Management System (NIMS) during any event that takes place. Therefore we will need to have training. It will be expected that at a minimum principals, Chris, Jeff, and Caleb complete the following training.

- [ICS-100: Introduction to the Incident Command System](#)
- [ICS-200: ICS for Single Resources and Initial Action Incidents](#)