

# BUTLER AREA SCHOOL DISTRICT Safety Committee

## *A G E N D A*

**May 8, 2024**

**7:30 A.M.**

**Harriger Educational  
Services Center**

- ❖ Call to Order
- ❖ Roll Call
- ❖ Approval of Previous Meeting Minutes
- ❖ Old Business
- ❖ New Business
  - Review current Workman's Compensation Report (Exhibit A)
  - Review current Report Of Injury forms (Exhibit B)
- ❖ Miscellaneous Items
- ❖ Next Meeting
  - June 12, 2024
- ❖ Adjournment



**BUTLER AREA SCHOOL DISTRICT  
WORKPLACE SAFETY COMMITTEE  
INSPECTION & MEETING MINUTES  
APRIL 10, 2024**

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ROLL CALL

Members Present Virtually: Kristen Clouse.

Members Present: Chad Broman, Anita English, and Les Zang.

Members Absent: Dave Andrews, Breit Cochran and Dave Mariotti.

Recording Secretary: Ellen Scott

Guests Present: Ryan Benton (Risk Control Professionals, UPMC WorkPartners), Vince DiMenno (Senior Risk Control Consultant, Arthur J. Gallagher), and Curt Springer (BASD Assistant Director of Behavioral Services).

- Ellen Scott opened the Safety Committee meeting and welcomed all in attendance.
- Anita English motioned for approval of the March 13, 2024, meeting minutes with Chad Broman seconding the motion. All safety committee members in attendance were in favor and the motion carried. **See Post Meeting Note.**
- Chad Broman (Summit Elementary Principal) and Curt Springer (Assistant Director of Behavioral Services) presented to the Safety Committee insight into the district's Safety Care Training and De-Escalating Techniques. Chad and Curt also explained how the training and techniques are executed throughout the district buildings.

OLD BUSINESS:

- Les Zang noted to Vince DiMenno, Senior Risk Control Consultant from Arthur J. Gallagher, the water sensor at Broad Street Elementary School did not capture water released from a hot water tank. Vince stated the sensor should be replaced as the sensor may be defective.

- From the Workplace Safety Inspection Checklist in February:

Center Township Elementary School:

- Outside door #16: retaining wall bricks are falling. Work order submitted. (This is an ongoing issue and will continually be addressed.)
- Lighting outside door #2: work order submitted to change bulb. (Bulb was changed but light still remained out. The light fixture will be replaced but has not been as of the date of this meeting.)

Northwest Elementary School:

- Room 12: the leaking toilet and sink will be addressed by the maintenance staff.
- Room 33: Les Zang noted different options are being considered to regulate the temperature in the classroom as the expense to replace the controllers would be substantial. Options are still being considered as of the date of this meeting.
- Room 22: the fire alarm is not able to be heard and Dave Mariotti from Maintenance will check if the alarm's strobe lights in the hallway are working. Dave will update the Safety Committee of the status at the May 8, 2024, Safety Committee meeting.

### NEW BUSINESS:

- Safety Committee Members in attendance reviewed the Workman's Compensation Report since the last Safety Committee meeting on March 13, 2024. There were five (5) reported accidents with one (1) of the accidents resulting in treatment being sought. One (1) of the accidents did result in loss of work time.
- Safety Committee Members in attendance reviewed the Report Of Injury forms for the five (5) accidents reported for the month. Corrective action to be taken: Les Zang will inspect the chair that collapsed at the Senior High School to ensure it will not collapse again.
- Workplace Safety Inspection Checklists:

#### Center Avenue Community School:

- Roof has significant leakage as the result of water puddling on the roof after rain or when snow melts.

#### Northwest Elementary School:

- Railings on ramp are loose to which Les Zang will discuss with principal Matt Martinez.
- Front stairs at main entrance are crumbling
- No light above main entrance causing burn on plastic.
- All janitor closets need to remain closed during school hours. Les Zang noted the closet doors are to be kept closed by the janitorial staff.
- The Butler Area School District's Safety Newsletter for the fourth quarter of the 2023-2024 school year was shared with committee members for review. The newsletter will be posted on the district website.
- The March, 2024, Risk Control and Safety Services Newsletter from UPMC WorkPartners was "Work From Home Safety". The following were discussed in the newsletter:
  - Remote Ergonomics.
  - Slips, Trips, and Falls.
  - Electrical and Fire Safety
  - Mental Health.

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- Next Safety Committee meeting: Wednesday, May 8, 2024, @ 7:30 AM at the Administration Building.
  - Anita English motioned to adjourn the meeting and was seconded by Les Zang. All members in attendance were in favor; the motion carried. **See Post Meeting Note.**

### POST MEETING NOTE:

- **With a quorum not in attendance at the April 10, 2024, meeting, an additional Safety Committee meeting was held on Friday, April 12, 2024, at 7:30 a.m.**
- **Members Present Virtually: Dave Andrews, Chad Broman, Kristen Clouse and Dave Mariotti.**  
**Members Present: Anita English and Les Zang.**  
**Members Absent: Breit Cochran.**  
**Recording Secretary: Ellen Scott**

**Les Zang shared the following information from the April 10, 2024, meeting with the members of the Safety Committee:**

- **March 13, 2024, meeting minutes.**
- **The Safety Care Training and De-Escalating Techniques information provided by Chad Broman and Curt Springer.**
- **Old Business**
- **New Business**
- **Butler Area School District's 4<sup>th</sup> quarter Workplace Safety Newsletter.**
- **UPMC WorkPartners Risk Control & Safety Services March, 2024 newsletter: Work From Home Safety.**
  
- **Anita English motioned to approve the March 13, 2024, meeting minutes; the Old Business; the New Business; and the Butler Area School District's 4<sup>th</sup> Quarter Workplace Safety Newsletter. Dave Andrews seconded the motion; all members in attendance were in favor and the motion carried.**
  
- **Chad Broman motioned to adjourn the April 12, 2024, meeting with Dave Andrews seconding the motion. All members in attendance were in favor; the motion carried.**