



Riverview Intermediate Unit 6
270 Mayfield Road
Clarion, PA 16214



814-226-7103



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www.riu6.org

RIU Safety Committee Meeting
Monday, December 18, 2023
2:00 pm – Boardroom

Members Present: Dr. Stahlman, Shawn Algoe, Daphne Himes, Deena Croyle, Andrea Williams, Cindy Smathers, Greg Machokas, Tim Aites, Sue Wolbert, Guest – Ryan Benton, WorkPartners
Members Absent: Ben Brobst

Minutes:

1. Welcome Ryan Benton from WorkPartners.
2. Review/ Approval of the November 20, 2023, Committee Meeting Minutes
 - a. Andrea made the motion to approve with Cindy 2nd – approved.
3. Workers' Compensation Update for the period Nov. 21 thru Dec. 18, 2023 (2 incidents reported)
 - a. A tire came loose from an employee's vehicle and lost steering ability and car slid off road into a barrier. Went to ER for precautionary measures with soreness in chest – no follow-up required.
 - b. Employee punched in stomach by student after student became upset. Went to ER and was admitted for monitoring. Released with work restrictions, no additional follow-up required just continued monitoring.
4. Current Concerns / Hot topics / Safety Prep Drills
 - a. Safety & Security Update
 - i. The HQ building is being re-keyed January 9th and 10th. All doors will be re-keyed, and each employee will be given his/her appropriate key only that they are required/need to have.
 - ii. PAIU Health and Safety Coordinators will be meeting monthly for COVID-19 updates. Sub-committee/workgroup has been formed to discuss future roles of the IUs in public health emergencies in conjunction with the Pennsylvania Department of Health.
 - b. Training needs & Drills
 - i. Tentative fire Drill Scheduled for Tuesday – 12/19/23.
 - ii. Winter Preparedness Information & Resources Email – 12/5/23
 - iii. RIU6 Hosted a Train-the-Trainer for Emergency Calls – 11/29/23.
 - c. Emergency Plan Review
 - i. Crisis Response Guide – There were no suggestions/edits that were mentioned, so Shawn was going to give end of this week for any updates that anyone might see before producing these guides.
 - ii. Reunification Point - Clarion County YMCA, 499 Mayfield Road, Clarion, PA 16214 will be the IU 6's point for reunification.
 - iii. Walkie-Talkies Update – Moved all from Channel 1 to Channel 5, some have been relocated/reassigned as well.
 - iv. Paging System Update – Windstream not able to support paging adapter, we will need to look at a 3rd party vendor for this information/installation.



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- d. Additional Items
 - i. Workplace Inspection – This was performed prior to this meeting. Areas requiring corrective action: Basement storage area; personal space heaters present in the building; fire doors need to be kept closed; items stored in corridors (basement); driveway in poor condition; preventative maintenance records for equipment that requires service.
 - ii. Review and revise Transportation guidelines for RIU6-owned vehicles – Work in progress; current paperwork remains in effect until revised and formally reissued. The maintenance department will conduct a Drivers Vehicle Safety Inspection. Drivers will complete pre-trip inspection.
- 5. Items to be completed before the next meeting.
 - a. There were a handful of items from the inspection that need addressed and/or have a follow-up discussion to make sure they are being taken care of/addressed.
- 6. Next Meeting: February 19 at 2:00 in the boardroom
- 7. Schedule for 23/24 Meetings, all at 2:00 in the boardroom: 3/18, 4/15, 5/20, 6/17