

YAMHILL-CARLTON SCHOOL DISTRICT

Safety Committee Meeting Minutes

Date: 03/03/2022

Members:

Chairman: Todd Hendrickson

YCSD Staff: Leena Smith

YCSD Staff: Joe Johnson

YCSD Staff: Mindy Senn

YCSD Staff: Cindy Roberts

YCSD Staff: Esther Jensen

YCSD Staff: Tami Zigler

Present:

x YES NO

x YES NO

x YES NO

x YES NO

x YES NO

x YES NO

YES x NO

Guests:

Stephani Kunce - WHA

Carl Halter - Saif

AGENDA

MINUTES

| | |
|---|---|
| <p><input type="checkbox"/> AED Check ins:</p> | <ul style="list-style-type: none">• All lights at all YCSD locations are reporting green lights.• All AED's have new pads but one, waiting on shipping for the last one. |
| <p>Safety Share</p> | <p>EJ reminded us that there still is ice on the roadway and walkways, be aware that there is ice out.</p> |
| <p><input type="checkbox"/> Workplace Safety Inspections/ Walkthroughs.</p> | <ul style="list-style-type: none">• TH will contact the building principals to discuss the best time to perform the quarterly inspections. |

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| <p>❑ New Business:</p> <p>It has been reported that YCIS has unsafe amounts of exterior lighting.</p> <p>Add additional AED Units to “91” bldg, CTE Dome, District Office, Downstairs YCES.</p> | <p>Ideas? TH said that we should add lighting in the parking lot to aid with lighting. TH will get bids for the additional lighting</p> <p>EJ reported that the AED Location in the Cafeteria is unsafe, JJ, said that the opposite wall would be a good location for the AED, LS submitted that a Fire extinguisher could be added there as well. TH said that we have an extra and will move the AED and add the additional Fire Extinguisher today.</p> |
| <p>❑ Incident/Accident Reports, Reviews and Recommendations:</p> | <ul style="list-style-type: none"> ● The committee reviewed 19 incident reports. ● Committee would like all staff to know that if an incident report is filled out, parents/guardians should always be notified. |
| <p>❑ Next Meeting:</p> | <p>The team agreed to meet again on Apr 7th ; 7AM, Via Zoom.</p> |

Just a reminder...

- ACCIDENT/INCIDENT FORMS for students **MUST** BE filled out completely.
 - **description of injury**
 - **type of first aid provided**
 - **Were Parant(s) /Guardian(s) contacted**
- All completed student and staff accident/incident/action forms must be sent to Tina Vertner and Todd Hendrickson at the District Office.