

BUTLER AREA SCHOOL DISTRICT Safety Committee

A G E N D A

August 14, 2024

7:30 A.M.

**Harriger Educational
Services Center**

- ❖ Call to Order
- ❖ Roll Call
- ❖ Approval of July 10, 2024 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
 - September 11, 2024
- ❖ Adjournment



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

ROLL CALL

Members Present Virtually: Dave Andrews, Chad Broman, and Kristen Clouse.
Members Present: Anita English, Dave Mariotti, and Les Zang.
Members Absent: Breit Cochran
Recording Secretary: Ellen Scott
Guests Present Virtually: Vince DeMenno (Senior Risk Control Consultant, Arthur J. Gallagher)
Guests Present: Ryan Benton (Risk Control Professional, UPMC WorkPartners)

- Ellen Scott opened the Safety Committee meeting and welcomed all members in attendance.
- Anita English motioned for approval of the June 5, 2024, meeting minutes. Dave Andrews seconded the motion with all safety committee members in favor and the motion carried.

OLD BUSINESS:

- Les Zang contacted the service center for the non-working water sensor at Broad Street Elementary School. Les will need to submit information to the service center to receive a replacement.
- From the Workplace Safety Inspection Checklist in February:
 - Northwest Elementary School:
 - Les Zang noted the paperwork to order computer boards and software to regulate room temperatures are being completed.
 - Dave Mariotti will revisit the absence of a light above the main entrance which has caused burning to the surrounding plastic.
- From the Workplace Safety Inspection Checklist in June:
 - Center Avenue Community School:
 - Fire alarm covers will be put in place once the new fire alarm system is installed.
 - Northwest Elementary School:
 - General housekeeping requested to be addressed is being completed over the summer months.
 - Anti-slip coverage will be placed on the front step where paint is peeling.
 - Summit Elementary School:
 - Workorders have been submitted to repair holes on the sidewalk leading to the main entrance and for a nonworking light located outside the building near the principal's office.
- Les Zang reported the placement of LED lights in the elementary school buildings continues to be worked on during the summer months.
- The paving and sealing of parking lots at various district buildings are in progress. The Senior High School tennis courts and pathways near the 400 Wing are on schedule to be done the week of July 15th. The basketball and tennis courts at the Intermediate High School will be completed as well.

NEW BUSINESS:

- Safety Committee members reviewed the Workmans' Compensation Report since the last Safety Committee meeting on June 5, 2024. A total of 48 accidents were reported during the 2023-2024 school year which is six (6) more than the previous year.
- As no accidents were reported since the last Safety Committee meeting on June 5, 2024, there were no Report of Injury forms to review.
- The Safety Newsletter for the first quarter of the 2024-2025 school year was provided to committee members for review. The newsletter will be posted on the district website.
- The workman's compensation provider for the district will remain UPMC for the 2024-2025 school year. There are no changes in procedures for the upcoming year. Thank you to Ryan Benton, Risk Control Professional, UPMC WorkPartners, for providing a revised Report of Injury form. The form now includes a line to note corrective action to be taken to prevent further incidents of its kind.
- Les Zang will cover the following with his staff at a meeting on July 17, 2024:
 - Eye and ear protection.
 - Cleaning supply cabinet doors should be kept closed and locked at all times.
- Dave Mariotti noted the need for additional flash gear equipment (coats, hats, and gloves) for use at the Senior High School stadium as 7100 volts are being passed to each light tower. The equipment should be kept in a building at the stadium for the boilermen and electricians to use as they are the only ones who operate the stadium lights.

Les Zang will discuss the purchase of the flash gear equipment with Heather Bonzo, Director of Finance and Operations.

- The June UPMC WorkPartners Risk Control & Safety Services Newsletter was shared with the Safety Committee. The newsletter reviewed:
 - Heat Safety in the Workplace
 - Signs of Heatstroke
 - Preventing Heatstroke
 - How to Cool Off

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- Next Safety Committee meeting: Wednesday, August 14, 2024, @ 7:30 AM at the Administration Building.
 - Dave Mariotti motioned to adjourn the meeting and was seconded by Anita English. All members were in favor; the motion carried.