



**Canon-McMillan School District
Safety Committee**

Meeting Minutes

Date: October 23, 2024

Location: Central Office

I. Call to Order

The meeting was called to order by Mr. McCullough at 10:00 a.m.

II. Roll Call

Donna Barca	Jared Diesel	Karl Herald	Tim McCullough	Beth Joseph
Scott Chambers	Debbie Grebeck	Michael Kelley	Neil Stewart	

III. Approval of the Minutes from the September 18, 2024 meeting

Mr. McCullough asked if everyone had a chance to review the minutes from the September 18, 2024 committee meeting. Mr. McCullough requested a motion to approve the minutes. Motion to approve made by Mr. Diesel and seconded by Mr. Stewart. All in favor - 9; opposed - 0; minutes approved.

IV. Chairperson's Report

Mr. McCullough shared literature with the committee about a product called LifeVac which is a choking rescue device. He noted that the information was provided to him by one of the school nurses who thought that these devices would be helpful to have in each school cafeteria. Mr. McCullough remarked that the approximate cost is \$240 for a set of 4 devices. It would cost between \$2,000 to \$3,000 to equip the entire District, which is a relatively low cost safety initiative. He is looking into grant opportunities to fund the products and anticipates that this might be put into place within the next school year.

Mr. McCullough reported that Mr. Herald has been doing a series of "Shop Talks" recently with support staff. Mr. Herald noted that he began the Shop Talks at the middle school and most recently had one at the high school. He remarked that the talk was well attended and interactive for the participants. They reviewed safety measures for arriving and leaving work when it is dark outside as well as various other ways to ensure employee safety on the job. Mr. Herald noted that reminding employees of even the smallest things can help to prevent injury.

Mr. McCullough noted that Ms. Grebeck had wrapped up the committee member training for this school year and that all members have now completed the recertification training which is required annually by the state.

V. Open Issues

Mr. Herald noted that construction at Hills-Hendersonville Elementary School is ongoing. A new rooftop air conditioning unit was recently installed as well as additional ductwork. A new room was also added to the building structure to house the electrical panels and ac equipment. Mr. Herald remarked that there were no safety concerns or issues during the installation of the whole building air conditioning system.

Mr. Herald also spoke about preparations for the upcoming winter season including ordering sidewalk salt.

VI. Old Business

Mr. Herald noted no old business.

VII. New Business

Mr. McCullough noted no new business.

VIII. Review of Work Related Incidents since the last meeting and corrective actions taken

Ms. Grebeck reported that there were seven new incidents since the last meeting which included falls, incidents involving special education students, lacerations and contusions. The committee discussed each incident as well as corrective actions.

IX. Round Table

Hills-Hendersonville Elementary Building Representative: Ms. Joseph noted no issues.

Mechanics: Mr. Stewart noted no issues.

Maintenance: Mr. Diesel noted no issues. The department is taking care of work orders as they come in and prepping for the winter weather.

Technology: Mr. Kelley noted no issues.

Central Office: Ms. Barca noted that she submitted a work order as there are multiple lights that are flickering in the hallways and bathroom.

X. Suggestion Box

Mr. Chambers reported that there were items in the suggestion box that were addressed with the respective departments involved.

XI. Adjournment

Mr. McCullough asked for a motion to adjourn the meeting. Motion was made by Mr. Stewart and seconded by Mr. Diesel. The meeting was adjourned at 10:21 a.m. followed by an inspection of the Hills-Hendersonville Elementary School building led by Mr. McCullough.