



**Canon-McMillan School District
Safety Committee**

Meeting Minutes

Date: February 18, 2025

Location: South Central Elementary School

I. Call to Order

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

II. Roll Call

Donna Barca	Karl Herald	Neil Stewart	Lindsay Lloyd
Scott Chambers	Jurdon Maier	Rob Miele	
Jared Diesel	Joni Mansmann	Lynn Brunner	
Debbie Grebeck	Tim McCullough	Pam Jox	

III. Approval of the Minutes from the January 30, 2025 meeting

Mr. McCullough requested that the Chairperson's Report, from the minutes of the January 30, 2025 meeting, be amended to read that there was only one fall incident that was weather related. Mr. McCullough asked if everyone had a chance to review the minutes from the January 30, 2025 committee meeting. Mr. McCullough requested a motion to approve the minutes as amended. Motion to approve the amended minutes made by Mr. Stewart and seconded by Mr. Diesel. All in favor - 13; opposed - 0; minutes approved.

IV. Chairperson's Report

Mr. McCullough reported that the recent weather has led to secondary roads as well as parking lots that can be slick. He noted that Mr. Adams, from Encova, was present at the January meeting and recommended cleated footwear to prevent slips and falls. Mr. Adams provided the committee with information that demonstrated that the District's trend for losses was down and that there had been less slip, trip and fall claims so far this year. Mr. McCullough also noted that Mr. Herald has been presenting a series of "Shop Talks" with support staff. The talks have been very successful and have contributed to a decrease in overall incidents and claims.

Mr. Maier spoke about the new crisis alert system. The system is currently in the test phase in the buildings. Alerts from the building will be transmitted directly to the police as well as through the school's PA and computer systems. Mr. Chambers noted that the new system's badges are in and school level responders will be trained in their use at the end of the month. The badges will be able to ping responders and place a building on lockdown. There is a tentative plan for the District to go live with the system by mid March. Ms. Jox asked if substitutes will be trained in the use of the system and Mr. Chambers noted that they will. Ms. Jox also asked about the risk of a special needs student setting off the alert if they accidentally grab a staff member's badge. Mr. Chambers explained that all staff will be issued a new breakaway lanyard with a retractable badge clip or a retractable badge reel with clip and that the design of the badge would make it very difficult for a student to accidentally activate the system.

V. Open Issues

Mr. Herald noted that there were some exterior lights, on the work order list, that will be repaired. He also noted that salting and de-icing at the facilities has been going well.

VI. Old Business

Mr. McCullough 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 no new incidents since the January meeting.

IX. Round Table

South Central Elementary School Building Representative: Mr. Miele, Ms. Brunner and Ms. Lloyd reported no issues. Ms. Jox asked that the custodians clean the handicapped ramp early and thoroughly when it snows as it is difficult to get the students in wheelchairs into the building. She also asked that the cubicles outside the gym/lunch area be securely fastened to the walls to prevent them from tipping over.

Central Office: Ms. Barca and Ms. Mansmann noted no issues.

Maintenance: Mr. Diesel reported that the department has been taking care of work orders as they come in. Mr. Herald noted that the department has begun looking at the spring and summer season including mulch and grass cutting.

Mechanics: Mr. Stewart noted no issues.

X. Suggestion Box

Mr. Chambers reported that there were no items in the suggestion box.

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 10:17 a.m. followed by an inspection of the South Central Elementary School building led by Mr. Miele.