

Employer's Name: Chambersburg Area School District

CHAMBERSBURG AREA SCHOOL DISTRICT
435 Stanley Avenue
Chambersburg, Pennsylvania 17201
717-261-3419

CERTIFIED WORKPLACE COMMITTEE MINUTES

Date: December 14, 2023
Location: Virtual Meeting
Starting & Ending Time: 3:15 - 4:15 PM

- I. Bobbie Stine called the meeting to order at 3:15 p.m.
- II. Members reported their attendance and the meeting proceeded. Lissette Jones, Robin Knepper, Cody Marker, Jonathan Michael and John Parson were absent.
- III. The Minutes were accepted from the November 16, 2023 meeting. Mark Long motioned and Ellen Henry seconded.
- IV. Accident Review – Emily Dice reviewed. Discussion was held regarding the dock plate. It is manual so when you pull away it drops manually. Bobbie Stine requested a follow up so it doesn't happen again. Matt Varner and Brandon Hull did not know about the situation and will look into it.

Date Reported	Type of Injury	Date of Injury	Location of Incident	Employee Description	Notes
12/1/23	Fall	12/1/23	Scotland Elementary	Support	IW slipped on yoga mat when helping students and fell on knee. Claim/No loss time
12/4/23	Trip/Fall	12/4/23	Scotland Elementary	Professional	IW had foot caught between two scooters in class and fell. Claim/No loss time
12/6/23	Bite	12/6/23	Fayetteville Elementary	Professional	IW was standing in the office with a student, when another student bit the IW and broke skin. Claim/No loss time
12/6/23	Hit/Struck	12/6/23	CASHS	Support	IW hand was smashed between dock plate handle and truck. Claim/No loss time

Inspection Report Review: Emily Dice and Jonathan Michael have completed the inspection at Buchanan Elementary and will forward the report to Wendy Grove. Matt Varner and Jaime Vinglas have been discussing a time to complete the inspections at CAMS North and Grandview. Bobbie offered assistance with the inspections if help is needed.

2023-24 Inspections to be completed September thru November

Jaime Vinglas / Matt Varner	CAMS North, Grandview
Cody Marker / John Parson	CASHS
Emily Dice / Jonathan Michael	Admin. Building, Buchanan

2023-24 Inspections to be completed December thru February

Keith Naugle / Barry Sheeder
Mark Long / Wendy Grove
Gary Carter / John Parson
Bobbie Stine / Robin Knepper

Guilford Hills, New Franklin
Hamilton Heights, Falling Spring
Scotland, B&G/Food Service
Stevens, Transportation

2023-24 Inspections to be completed March thru May

Barry Sheeder / Keith Naugle
Scott Moyer / Brandon Hull
Lissett Jones / Ellen Henry
Mark Long / Emily Dice

Lurgan, Ben Chambers
CAMS South, Marion
Fayetteville, South Hamilton
CMS, Support Services Building

- I. Old Business: If you were scheduled to complete a building inspection from September thru November, please schedule these inspections as soon as possible.
- II. New Business: Bobbie Stine requested everyone remind their staff to wear proper shoes, etc. to prevent slips, trips and falls during inclement weather.
 1. Privilege of the floor - None
- III. Bobbie informed everyone that she may not be here for the next meeting and asked if either Mark Long or Matt Varner could run the meeting. Adjournment at 3:25 p.m. Ellen Henry motioned and Keith Naugle seconded.

The next meeting is scheduled for January 18, 2024.