

RICHFIELD PUBLIC SCHOOLS

Health, Safety and Wellness Committee

Meeting Minutes

02.19.2026

Meeting Called to Order: 7:15 a.m. in the District Office Boardroom.

Members Present

- Amy Skare-Klecker (Central Education Center – Community Education)
- Cassi O’Meara (District Office – Nutrition Services)
- Craig Holje (Human Resources - Administration)
- Bob Olson (Transportation Building – Facilities)
- Ellen Bowden (District Office – Human Resources)
- Faith Breeden (IEA - Health & Safety)
- Gabby House-Fitzgerald (Bloomington Public Health)
- Jennifer Krueger (District Office – SPED)
- Katie Shepard (Richfield Public Schools Parent)
- Michael Manning (District Office – Nutrition)
- Michelle Axell (District Office – Human Resources)
- Michelle Whiteside (District Office – Health Services)
- Steve Lichtenburg (SFM – Workers Comp)

Minutes

REVIEW STUDENT INCIDENT REPORTS

- Centennial – 0
- Central - 0
- RDLS – 0
- RHS – 1
- RMS –1
- SCC – 1
- Sheridan - 2
- STEM – 1

WORKERS COMPENSATION UPDATE

- 20 medical only claims, no lost time claims, and 20 incident only injuries since last safety committee meeting (December).

WELLNESS UPDATE

- Nutrition Services Update
 - MN Local Thursday
 - Available for all elementary schools where local food vendors provide food to attendees
 - Had another event and a video was made from the event
 - Composting
 - Sheridan is starting a new sorting process for composting to reduce the amount of contamination in the bins
 - More signs have been ordered to place at the high school

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- Cafeteria Tables
 - Looking at ordering new tables at the middle school
 - These will be lighter and have less pinch points making them safer
- Safe Routes to School Update
 - Walk and Bike to School
 - Currently on hold to limit conflicts with current activity in the area
 - Grants
 - MN DOT has waived some grant requirements due to local activity
 - Richfield Public Schools has been offered another grant year to fund the Safe Routes to Schools coordinator

HEALTH & SAFETY UPDATE

- Corrective Action Review
 - Feedback regarding the AWAIR program has been positive, specifically appreciating the communication between staff and supervisor being strengthened following an incident
- Compressed Gas Inspections
 - Annual inspection required by OSHA
 - Compressed gases are found at the high school and middle school
 - IEA will complete this month to meet this requirement
- Hazardous Waste Reporting
 - All facilities that generate hazardous waste are required to report the amount they generate on an annual basis. Richfield Public Schools is required to report to Hennepin County by December 15 each year.
 - IEA completed this report and submitted it to Hennepin County.
- Tier II Reporting
 - Due every year on March 1 to the MN Homeland Security
 - Required to report any large amounts of hazardous chemicals stored on site. Richfield has multiple underground storage tanks for fuel oil and diesel, one above ground storage tank for oil, and chlorine gas used for the pool.
- Management Plan Update
 - Due to Bob Olson starting as the district's new Facility Manager, the health and safety management plans need to be updated with new contact information and to introduce Bob to items he is now responsible for
- Cardiac Emergency Response Plan (CERP)
 - New requirement starting in the 2026-2027 school year for K12 school districts
 - Required to have a written management plan, cardiac emergency response team at each building, cardiac emergency response protocols, and AED maintenance procedures
 - This plan is being drafted in coordination with district admin, district nurse, facilities, and IEA
- Health & Safety Email Concerns & Safety Suggestion Form – 0 recent inquiry
 - The email address is health-safety@rpsmn.org.
 - The suggestion form is located on the district website under the Facilities page.

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FACILITIES UPDATE

- Snow Removal
 - Meetings have been conducted with the snow removal team to ensure snow is being removed efficiently and plows are being used correctly
- Weight Room
 - Plans to install new flooring in the middle school weight room are being developed

BLOOMINGTON PUBLIC HEALTH UPDATE

- Resources
 - Bloomington Public Health has a referral page to connect on recovery and resources for various scenarios including mental health and housing
 - This referral page is not limited to medical professionals

NEW BUSINESS

- None

OPEN DISCUSSION

- None

NEXT MEETING: THURSDAY, APRIL 23, 2026