

# RICHFIELD PUBLIC SCHOOLS

## Health, Safety and Wellness Committee

### Meeting Minutes

04.23.2026

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

#### Members Present

- Amy Skare-Klecker (Central Education Center – Community Education)
- Bob Olson (Transportation Building – Facilities)
- Cassi O’Meara (District Office – Nutrition Services)
- Chris Bartlett (Richfield High School – Science)
- Craig Holje (Human Resources - Administration)
- Ellen Bowden (District Office – Human Resources)
- Faith Breeden (IEA - Health & Safety)
- 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)
- Peter Fitzpatrick (Centennial – Facilities)
- Steve Lichtenburg (SFM – Workers Comp)

## Minutes

#### **REVIEW STUDENT INCIDENT REPORTS**

- Centennial – 0
- Central - 0
- RDLS – 0
- RHS – 0
- RMS –3
- SCC – 0
- Sheridan - 2
- STEM – 1 0

#### **WORKERS COMPENSATION UPDATE**

- 30 claims total for policy year, 26 of which are incident only claims. No lost time claims throughout 2025-2026 school year.

#### **WELLNESS UPDATE**

- Nutrition Services Update
  - MN Local Thursday
    - Available for all elementary schools where local food vendors provide food to attendees
    - Another event is being held next Thursday where they are receiving food from various local farms.
    - Fresh fruit and vegetables grant is going to be ending soon. 3 schools are eligible for the grant next year (Sheridan, STEM, and Centennial).

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- Tri-Annual Assessment to review the wellness policy is coming up. A score and some action items will be provided to the district following the assessment.
- Safe Routes to School Update
  - Walk and Bike to School
    - Program is currently ramping back up following a pause due to activities in the metro area.
  - Grants
    - District has begun working with Bloomington Public Health to help students feel more comfortable when walking to school by educating students and drivers.
- Employee Assistance Program (EAP) Utilization
  - EAP is through M Health Fairview and they have provided the annual report for utilization by employees of the program
    - Currently have 21 employees who are actively using the program and typically about 10 new cases per quarter

#### HEALTH & SAFETY UPDATE

- Corrective Action Review
  - Many of the corrective actions have been reminders to the injured staff member which ultimately becomes a reminder to all staff.
- Annual Audiograms
  - Completed for employees in facilities, bus mechanics, music teachers, and industrial technology instructors due to their exposure to noise at work.
  - Required for employers to offer to employees on an annual basis.
- Lockout/Tagout Periodic Inspections
  - Required by OSHA to be completed annually for all employees who conduct lockout/tagout
    - Building leads and maintenance staff complete this
  - Provides staff with an opportunity to ask questions or notify us of equipment or procedure changes
- Powered Industrial Truck + Aerial Lift Training
  - Powered industrial truck training is required by OSHA every 3 years for any employee at Richfield using the powered pallet jack or Bobcat.
  - Aerial lift training is not required every 3 years but is best practice.
- 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
  - Plan is in the final stages and will be ready by the start of the 2026-2027 school year
- Health & Safety Email Concerns & Safety Suggestion Form – 0 recent inquiry
  - The email address is [health-safety@rpsmn.org](mailto:health-safety@rpsmn.org).

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- The suggestion form is located on the district website under the Facilities page.

#### **FACILITIES UPDATE**

- Staffing Changes
  - There have been a lot of staff moving to different roles and buildings, which has also led to more openings within facilities.
- Pool
  - Looking into replacing chlorine gas with liquid chlorine
  - Currently waiting for a quote from the vendor to do this
- Sidewalks
  - Sidewalks on the perimeter of school property are the responsibility of the city to repair
  - Facilities is currently working with the city to ensure all sidewalks are adequate for staff and students
  - Repairs for sidewalks within school boundaries are also planned to be repaired.

#### **BLOOMINGTON PUBLIC HEALTH UPDATE**

- Not present

#### **NEW BUSINESS**

- None

#### **OPEN DISCUSSION**

- None

**NEXT MEETING: TBD**