

BUTLER AREA SCHOOL DISTRICT Safety Committee

A G E N D A

August 12, 2026

7:30 A.M.

**Harriger Educational
Services Center**

- ❖ Call to Order
- ❖ Roll Call
- ❖ Approval of July 8, 2026 Meeting Minutes
- ❖ Old Business
- ❖ New Business
 - Review current Workman's Compensation Report (Exhibit A)
 - Review current Report of Injury forms (Exhibit B)
- ❖ Miscellaneous Items
- ❖ Next Meeting
 - September 9, 2026
- ❖ Adjournment



**BUTLER AREA SCHOOL DISTRICT
WORKPLACE SAFETY COMMITTEE
INSPECTION & MEETING MINUTES
JULY 8, 2026**

ROLL CALL

Members Present Virtually: Dave Andrews, Chad Broman, Kristen Clouse, Melissa Evans, and Breit Cochran.

Members Present: Helen Walker and Les Zang.

Members Absent: Dave Mariotti.

Guests Present: Dr. John Wyllie, Assistant to the Superintendents-BASD; Ryan Benton (Risk Control Professional, UPMC WorkPartners); and Vince DiMenno (Senior Risk Control Consultant, Arthur J. Gallagher).

Recording Secretary: Ellen Scott.

- Les Zang opened the Safety Committee meeting and welcomed all members in attendance.
- Helen Walker motioned for approval of the June 10, 2026, meeting minutes. Chad Broman seconded the motion; all safety committee members in favor and the motion carried.

OLD BUSINESS:

- The replacement floor scrubbers have been received for the six (6) original ones returned to the vendor due to not being the specific model ordered. Les noted two (2) of the scrubbers are currently not in service due to recent breakdown.
- Les Zang noted the process has begun for attaining a company to complete concrete work throughout the district.
- From the May Workplace Inspection Checklists:
 - Broad Street Elementary School:
 - Railings need secured.
 - Post meeting note: Les Zang confirmed the request has been completed.*
 - A workorder submitted is still pending for two (2) lights outside the building to have bulbs replaced.
 - Center Avenue Community School:
 - Vince DiMenno shared a contact name with Les Zang in regards to the stage elevator needing repaired.
 - Northwest Elementary School:
 - The front steps are needing anti-slip strips.
 - Post meeting note: Les Zang confirmed the request has been completed.*
 - Summit Elementary School:
 - Chad Broman noted work orders for outside lights are still pending completion.

NEW BUSINESS:

- With no accidents reported since the last Safety Committee meeting on June 10, 2026, the Workmans Compensation Report and Report of Injury forms were not reviewed.

- Ryan Benton, Risk Control Professional, UPMC WorkPartners, will provide safety training to the custodial and maintenance staff on July 29, 2026.
- Shannon Drischler, Account Manager-Workers' Compensation UPMC WorkPartners, will present training to the district principals on completing workmans' compensation reports. Shannon is scheduled to provide the training at the September 22nd principal's meeting.
- A thank you to Les Zang for his many years of service as a representative on the Safety Committee.
- A welcome to Dr. John Wyllie as he joins the Safety Committee as the newest representative.
- A representative from the custodial/maintenance department will need to be added to the committee.
- The District's Safety Newsletter for the first quarter of the 2026-2027 school year was provided to committee members for review. The newsletter will be posted on the district website.
- The June UPMC WorkPartners Risk Control & Safety Services Newsletter was shared with the Safety Committee. The newsletter reviewed fire safety with the following noted:
 - The four (4) main classes of fire extinguishers and which extinguisher to use on different types of fires.
 - Establishing an evacuation plan.
 - Remember the acronym "PASS" when operating a fire extinguisher:
 - Pull the pin.
 - Aim low at the base of the fire.
 - Squeeze the handle slowly.
 - Sweep the nozzle side to side.
 - Home fire safety: cooking and heating are the leading causes of home fires and fire injuries.

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- Next Safety Committee meeting: Wednesday, August 12, 2026, @ 7:30 AM at the Administration Building.
 - Helen Walker motioned to adjourn the meeting and was seconded by Les Zang. All members were in favor; the motion carried.