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## **Employee Safety Committee Meeting Report**

Meeting date: March 16, 2021	Time: 3:45 p.m.	Place: Riley Creek
Membership present: Dana Newdall, Tim Wilson (Dave Doubrava-excused)		Recorder: Tim Wilson
<b>Old business - Action items completed</b> No old business		
<b>Action items not completed</b> 1.		
<b>New business</b> – Review of Employees Incident(s) 1. There were no reported employee incidents in the past month.		
<ul style="list-style-type: none"> <li>• <b>New action items</b></li> <li>• <u>Safety Compliance Tour of Riley Creek Intermediate and Middle School Wings.</u> Overall, the building was in excellent shape from a safety perspective. Over the past three years, the committee has observed continuous improvement and awareness levels. Custodial staff has been quick to respond to issues.</li> <li>• Previous focus in 2020-2021 has been availability of cleansers, disinfectants, and hand sanitizers in all locations. In addition, air ventilation methods were evaluated.</li> <li>• Room 24 – OK</li> <li>• Room 25 – OK</li> <li>• Room 26 – Replace window screen.</li> <li>• Room 27 – Repair/replace window.</li> <li>• Room 28 – Provide floor cord cover for electrical cords to prevent tripping.</li> <li>• Room 29 – Replace window screen and add floor cord cover.</li> <li>• Room 30 – OK</li> <li>• Room 31 – OK</li> <li>• Room 32 – OK</li> <li>• Room 33 – OK</li> <li>• Room 34 – OK</li> <li>• Room 35 – OK;</li> <li>• Room 50 – OK</li> <li>• Room 51 – OK</li> <li>• Room 52 – OK</li> <li>• Room 53 – OK</li> <li>• Room 54 – OK</li> <li>• Room 55 – OK</li> <li>• Room 56 – OK</li> <li>• Room 57 – OK</li> <li>• Library – OK</li> <li>• Gym –Need to order padding for front edge of stage during activities.</li> <li>• Music – OK</li> </ul>		
<ul style="list-style-type: none"> <li>• <b>Other committee remarks:</b></li> <li>• Meeting schedule will be third Thursday of the month at 3:30 p.m. as follows: <ul style="list-style-type: none"> <li>▪ April 20 – High School</li> <li>▪ May 18 – Riley Creek Primary Wing and Bus Garage</li> <li>▪ June 15 – Riley Creek Intermediate and Middle School Wings</li> </ul> </li> </ul>		
Next meeting date: April 20, 2021	Time: 3:45 p.m.	Place: Gold Beach High School