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Nancy Sorensen  
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## **Employee Safety Committee Meeting Report**

Meeting date: October 20, 2020	Time: 3:30 p.m.	Place: Gold Beach High School
Membership present: Dana Newdall, David Doubrava, Tim Wilson		Recorder: Tim Wilson
<b>Old business - Action items completed</b>		
No old business		
<b>Action items not completed</b>		
1. Reminder to all district staff to complete all Safe School trainings. October 30, 2020, is the deadline for all employees to complete all trainings. As of October 10, 13 teachers and 7 classified employees have not completed the required trainings.		
<b>New business – Review of Employees Incident(s)</b>		
1. There have been no reports of employee injury and no report of days lost from injury in the past month.		
<b>New action items</b>		
1. <u>Safety Compliance Tour of Gold Beach High School.</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.		
2. With that said, a new focus of the committee is to expand its observations to COVID-related interventions such as presence of hand sanitizer, disinfectant wipes and spray bottles with cleanser. The District expectation is that all classrooms, offices and common areas will have appropriate cleaning and disinfecting supplies on hand. Report any needs to the campus office or custodial staff.		
3. Prior to student return to school, complete room capacity signs.		
Room 1 – OK		
District Office – OK		
Room 2 – OK		
Library – OK		
Room 3 - OK		
Main Office – OK		
Copy/Work Room - OK		
Room 4 - OK		
Room 5 – Needs sanitizing wipes and spray bottle		
Room 6 – OK		
Room 7 – Shares cleaning supplies with Room 8 when the lab is used.		
Room 8 – OK		
Room 9 – (Storage)		
Room 10 – OK		
Room 11 – OK		
Room 12 – OK		
Room 13 – OK		
Room 14 – OK; Possible cord cover depending on teacher device permanent location		
Room 15 – Needs sanitizing wipes		
Room 16 – OK		
Room 17 – OK		
Room 17A – OK		
Gym – OK		
Wood Shop – Needs hand sanitizer stand		
Metal Shop – Needs hand sanitizer stand		
Music Room – OK		
North (Old) Gym - OK		
<b>Other committee remarks:</b>		
1. Meeting schedule will be third Thursday of the month at 3:30 p.m as follows:		
January 19, April 20 – High School		
November 17, February 16, May 18 – Riley Creek Primary Wing and Bus Garage		
December 15, March 16, June 15 – Riley Creek		
Next meeting date: November 17, 2020	Time: 3:30 p.m.	Place: Riley Creek Primary Wing and Bus Garage

