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Employee Safety Committee Meeting Report

Meeting date: November 17, 2020	Time: 3:45 p.m.	Place: Riley Creek Elementary and Bus Garage
Membership present: Dana Newdall, Tim Wilson	Recorder: Tim Wilson	
Old business - Action items completed		
No old business		
Action items not completed		
1. None		
New business – Review of Employees Incident(s)		
1. There have been no reports of employee injury and no report of days lost from injury in the past month.		
New action items		
1. <u>Safety Compliance Tour of Riley Creek Elementary School Primary Wing and District Bus Garage</u> Overall, the buildings were 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.		
Main Office – Slight ripple in carpet needs to be addressed.		
Room 7 – OK; Converted to isolation room for ill students.		
Room 8 – OK		
Room 9 – OK; Address hanging power cord near teacher’s desk.		
Room 10 – OK		
Area 11 (Play Shed) - Major storm damage of roof; Complete sweeping of play area for roofing material.		
Room 12 – OK		
Room 13 – OK		
Room 14 – OK		
Room 15 – OK; not currently in use.		
Bus Garage - OK		
Other committee remarks:		
1. Meeting schedule will be third Thursday of the month at 3:30 p.m. as follows: January 19, April 20 – High School February 16, May 18 – Riley Creek Primary Wing and Bus Garage December 15, March 16, June 15 – Riley Creek		
Next meeting date: December 15, 2020	Time: 3:30 p.m.	Place: Riley Creek Intermediate Wing and Middle School