



BEAVER AREA SCHOOL DISTRICT

1300 FIFTH STREET • BEAVER, PENNSYLVANIA 15009

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BEAVER AREA SCHOOL DISTRICT

Safety Committee Minutes

April 5, 2017

PRESENT Dino Almonte, Terri Belanger, Chuck Dean, Amy Gavazzi, John Hynes, and Ken Stumpf

ABSENT Julie Allison and Will Van Patter

I. CALL TO ORDER AND ROLL CALL

John Hynes called the meeting to order and Dino Almonte took roll at 2:50 PM.

II. APPROVAL OF MINUTES

A. It was moved by Terri Belanger and seconded by Amy Gavazzi to approve the meeting minutes of March 29, 2017 as written. The motion was carried unanimously.

III. OLD BUSINESS

A. No old business was discussed.

IV. NEW BUSINESS

A. Accident Reviews / Corrective Actions

1. MS / HS Student Parking Lot Slip and Fall – Black ice notice received from weather service at 6:15 AM. Crews on site at 6:30 AM. Preliminary test of MS / HS student parking showed no freezing. Salted main entrance at bell tower and moved on. By 7:30 AM freezing started. Operating procedure from now on is if we receive a black ice warning, salt the all and entire lots even though they may not look like they are frozen. Dino and Ken to review with maintenance staff. **Dino to put it into a memo and obtain maintenance staff signatures.**
2. CS Student Splinter – School fixes going back over one year make no mention of a problem with this floor. Best way to catch a problem like this before it becomes an issue is with the custodian dry mops. **Dino to post a memo alert to custodians in writing to be sure to turn into school fix any instance of a dry mop getting caught on a splintering floor, especially in a gymnasium and be sure to mark the area with colored masking tape and a traffic cone so that maintenance can find the area quickly.**
3. Kristen Graham Fall – This fall occurred on the same day as the black ice slip and fall in the student parking lot described in item "a" above. While salting at



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Dutch Ridge, Ken noticed the sidewalks getting icy, and asked Brandon and Steve to start salting the MS / HS sidewalks. As Brandon and Steve arrived they found Kristen Graham on the sidewalk outside the music room exit. During a black ice warning, the only way to have prevented this would have been to have the MS / HS day shift custodians to check and salt sidewalks when they arrive in the morning. This will require them to be added to weather warnings and to receive the technology stipend of \$500 per year. Given that one slip and fall can cost us several thousands of dollars, this is a low risk and low cost potential solution. I suggested that each person that receives this stipend should receive an annual written memo, reminding them as to why they are receiving the stipend and what our expectations are. Dino to execute.

4. Judy Spada Fall – In this accident, Judy fell on water spilled in the hallway outside of the Middle School Office. **The only way to prevent this type of accident is to educate everyone, including students, as to how important it is to warn others of liquid on the floor. We may need posters with an email address or a number to text when anyone finds liquid on the floor. We should also order extra “Caution Wet Floor” signs and make them available in the offices. This should be added to the student handbook. Dino to execute.**

- B. Safety Issues Found – We briefly discussed the school fixes related to the sizzling light switch and the alleged methane smell. Ken fixed the light switch immediately before attending our meeting and investigated the methane smell first thing in the morning. It was actually a dry trap inside a hood vent in the lab, which Dino and Ken had no idea was there. Ken added water and then mineral oil to prevent evaporation. As a precaution, Ken and his crew will be checking every vent hood for additional traps and filling them with water and mineral oil where appropriate. **Dino passed out a sample “Incident Investigation Report” for review that we will edit and vote to adopt for our use at the next safety meeting.**

- C. Inspections – **Dino passed out a sample “Workplace Inspection” form that we will edit and vote to adopt for our use at the next safety meeting.**

- D. Future meeting date – Wednesday, May 3, 2017, @ 2:40 PM.

- V. ADJOURNMENT. At 4:03 PM, it was moved by Chuck Dean and seconded by Amy Gavazzi to adjourn the meeting. The motion was carried unanimously.

Ronald Almonte, Secretary