Safety Meeting Minutes

Friday 2/17/2023

8AM- Virtual Meeting (Microsoft Teams)

Attendance: Kari Seals, Jaimie Blanton, Eva Williams, and Jeff Stoddard

Meeting Call to order 8:05am

Discussion about the meeting held earlier this week with PACE. Kari and Jaimie met with Shelly and Craig from Pace to discuss the direction of how our safety committee will run and what are the mandatory requirements. Craig and shelly are willing to come help us do our first set of quarterly reports. They also have a condensed, more user-friendly form they will share with the team. We as a team are extremely appreciative to have their guidance.

The next Safety meeting will be on March 10th in person at the district office. The team decided the 8 am slot on the PLC days worked best for everyone. Jaimie will set up meeting notices for the remainder of the school year. In addition members will need to meet in July and august. There must be a safety meeting every 30 days.

Discussion was had about needing to fill the Board Chair position. Kari gave a brief description of what the roles and responsibilities are. The team felt Eva was the best person for this. Eva agreed that she would take this task on. Jaimie made a motion to appoint, Jeff seconded, and all members voted yes. Jaimie will still take notes and post to the website.

It was discussed that having some sort of indicator or red flag added to the ticket system may be beneficial in prioritizing safety concerns for maintenance staff. Kari will talk with Ally about this and if Ally approves this, the team will work with IT to add this to the ticket if possible.

Meeting adjourned 8:33 am