

Safety Committee Meeting Minutes

Location	Date	Time
Computer lab annex	August 10, 2021	11:30 am
Attendees		
Name	Department	
Megan Caputo	District Office	
Ryan Vaughn	Maintenance	
Joey Digiovannangelo	Facilities	
Bobby Bair	Custodial	
Lauren Wood	Custodial	
Members Absent		
Name	Department	
N/a	N/a	
Meeting Minutes		
Introduction		
Set goal for the committee, schedule safety inspections at buildings, schedule meetings out for the next 6 months, determine what information should be presented in the Staff Handbook, add Safety Committee tab to Staff Resources on website, add fillable Safety & Maintenance Form to new Safety Committee tab		
Discussion of New Safety Hazards and Concerns		
Staff should not be bringing their own cleaning chemicals into the buildings MSDS at each building need to be up to date and accessible		
Review of Recent Safety Incidents and Investigations		
N/a		

