MEETING NOTES  
Workplace Safety Committee Meeting  
Virtual via Zoom  
Tuesday, March 23, 2021  
2:00 PM

Participating were Jeff Kobernick, Alex Medlar, Rob Reed, Tom Mulvey, Frank Flanagan, Tim Hubbard, Mike Balik, Cynthia Newlin and Kathy LaMar.

1) Jeff called the meeting to order at 2:02 PM.

2) “Safety Moment” – Jeff indicated that this meeting’s discussions are theme-related around a recent power failure at a school, which prompts this safety moment about keeping a flashlight at the ready and keeping the batteries stored outside the flashlight. Batteries tend to leak if stored inside and result in corroding the flashlight. Also, the batteries will last much longer if stored outside of the flashlight. Store the batteries nearby or with the flashlight, so when an emergency event happens, one will have a speedy access to both.

3) There were no questions or amendments to the meeting notes from the committee meeting held on February 23, 2021, which were previously distributed and which are posted to the Workplace Safety web site at the following “Meeting Notes” link: https://www.dasd.org/Page/9758.

4) Presentation – Jeff presented a video that related to the importance of teamwork in responding to an emergency or incident. The video highlighted a home experience, a small fire in a kitchen, and how this can be related to the use of an Incident Command System (ICS). An ICS is extremely effective in saving lives and the environment, but a key point was never save a life to save property. From event planning to emergency response, an Incident Command System makes partnership and cooperation easy when the need arises. An efficient and effective ICS uses four roles effectively; namely, Operations, Planning, Logistics and Finance/Administration. To understand how a school administration or a family can benefit from an Incident Command System, view the video at the following link: https://youtu.be/HdQ1BF-PF9I.

Jeff related how the recent early morning power failure at a school prompted his desire to discuss incident/emergency response with the Workplace Safety Committee. The power failure fell squarely on the principal’s shoulders, and the many facets of communication that were necessary seemed to be owned by the principal alone. With an Incident Command System in place, others would have assisted with contacting Facilities and/or the local Utility Company (was this a building or community issue?), Food Service (breakfast and lunch possible?), Transportation (busing needed now?), etc. The issue was brief, and handled well by the principal, but it highlights the potential need for a greater understanding of an ICS. Could our Committee play a role in getting this message of an ICS out to the district?

5) Old Business

a) The Workplace Safety Manual has been posted to the Workplace Safety website at the Following “Resources” link: https://www.dasd.org/Page/9757.

Also, the Workplace Safety Committee Web Site has been provided a fresh look. The committee reviewed the various pages, and was asked to provide feedback about and suggestions for additional content on all pages. The site continues to be updated as a work-in-progress. Jeff noted that, based on the recommendation at last month’s meeting, Facilities’ contact information for emergency purposes is now on the “Resources” page: https://www.dasd.org/Page/9757.

b) District Radios/Walkie Talkies are still being analyzed. The company, Frecom, is
trouble-shooting repeaters at various schools. Jeff continues to work with Frecom representatives on a potential resolution. New radios may be offered.

c) The sixth and last meeting of the Committee is scheduled for Tuesday, April 13 at 2 PM.

6) New Business

Jeff brought to the committee’s attention the overlap he sees with the district’s Wellness Committee, the Safety/Security activities for staff and students, and the Workplace Safety Committee. He provided an overview of the opening paragraphs of each of these working group’s web pages, which is attached. The similarities in each opening statement are evident. He indicated that this committee has some visibility issues, as only our committee members seem to know we exist. Jeff offered that there may be opportunities to partner with these other two groups, especially the Wellness Committee, as our committee also offers health and wellness tips. He asked the committee what was the niche of the Workplace Safety Committee?

Alex asked where the savings go from the Workers Comp discount that the Workplace Safety Committee is responsible for? Perhaps those savings could be best spent on workplace safety materials, like cones, or A-Frame yellow signage (“wet floor”), or more walk-off mats, or flashlights, or step stools for teachers... materials that can provide a safer environment for the workplace. Jeff also thought that if we partnered with the Wellness Committee, perhaps we could assist in financially contributing to the FIX programming they offer, if there is a cost for that program.

Jeff indicated that at one time, the CFO did provide a small budget for such items. As this committee comes up with various ideas, these could be presented to the Business Manager for consideration. Jeff asked that committee members think about this and email safetycoordinator@dasd.org with any suggestions, as it seems there are opportunities for cooperation.

The meeting concluded at 3:55 PM.