Participating were Jeff Kobernick, Tom Mulvey, Frank Flanagan, Mike Balik, Tim Hubbard, Will Van Patter, Cynthia Newlin and Kathy LaMar.

1) Jeff called the meeting to order at 2:01 PM and indicated this would be the last of six committee meetings held this school year.

2) “Safety Moment” – Carbon Monoxide Monitors. Jeff provided an overview on the appropriate locations for these safety devices. Because carbon monoxide is lighter than air and because it can be found with warm, rising air, these detectors should be placed on a wall about five feet above the floor, or on a ceiling. Placing them near sources of combustion is good too, but they are not to be placed next to or over a fireplace or flame-producing appliance. Since carbon monoxide is a poisonous gas that has no smell, it is recommended to place a monitor on every level of a home and especially near/in sleeping areas.

3) There were no questions or amendments to the meeting notes from the last committee meeting held on March 23, 2021, which were previously distributed. These meeting notes can be found on the Workplace Safety web site at the following link: https://www.dasd.org/Page/9758.

4) Presentation – “Situational Awareness,” presented by Tim Hubbard. Tim explained how important it is to be aware of one’s surroundings, no matter the scenario. It is important for each individual to take on responsibility for awareness and demonstrate this mindset to others. One needs discipline practicing Situational Awareness. Tim summarized five levels of Situational Awareness as follows:

   i) Tuned Out Awareness (e.g., looking at your phone and not where you are walking)
   ii) Relaxed Awareness (e.g., one might not purchase a motorcycle because the other drivers are reckless)
   iii) Focused Awareness (e.g., driving in a snow storm, white knuckled, high level of concentration, which tires one out and becomes a stressful situation)
   iv) High Alert Awareness (e.g., experience an adrenaline rush when a vehicle didn’t stop at an intersection and is coming right at you)
   v) Comatose Awareness (e.g., having tunnel vision; being almost frozen and can’t respond to a situation, almost in a black-out level, as when an air bag goes off and for a split second you just can’t react).

Tim showed three videos that addressed these levels of awareness, and stressed that one should JUST BE AWARE – and be able to control the situation, because when the situation controls the individual, that’s when things turn potentially injurious or dangerous. Being aware is synonymous with keeping your head in a swivel motion and focusing on what’s around you. It’s a good thing to practice, and sitting in a restaurant or movie theater are good places to practice... “What exits are available?” “Where am I in relation to these exits; i.e., how will I get to each, given the room set-up?”

The committee discussed how Situational Awareness can be applied in a school environment. If one sees something, say something to anyone in administration. Be proactive.

5) Old Business

   a) Status of District Radios/Walkie Talkies. Jeff advised that Frecom provided two newer radios to Facilities, and they were being tested between Melford Smith and maintenance. They seem to
provide a clearer discussion and are possibly more effective in providing communication at a greater distance. They will be tested further.

b) Kathy reviewed the updates to Workplace Safety Web Site, https://www.dasd.org/workplacesafety, and indicated the site remains a work in progress. The opening “Welcome” page will contain a new tip at the beginning of each month. She asked the committee to please provide suggestions for updating any of the pages within the site.

c) Workplace Safety Committee activities and initiatives, versus the activities of the Wellness Committee. Jeff followed up on the discussion from the last meeting by contacting Dr. Bethann Cinelli, the Wellness Committee Consultant, who expressed interest in discussing possible connections between their Committee’s wellness work and workplace safety. She indicated that Tim Hubbard, Tom Mulvey and Cynthia Newlin also serve on the Wellness Advisory Committee, and perhaps can serve as a bridge between the two committees, advising each of the respective committee’s activities in order for each committee to understand where there may be opportunities to work together.

6) New Business

a) Explore use of FMX to facilitate monthly safety inspections by the head custodians. Jeff indicated that head custodians complete their building and outside grounds inspections, the results of which currently only go to the Facilities Department. However, the Employee Safety Manual indicates that these reports should also be shared with the building administration. Jeff proposed having the head custodians prepare the report through FMX, and results would be automatically shared with the building administrator (the principal or her/his designate). The next step would be either the creation of a work order for any issue found, or the need to contact someone about an emerging matter, and all this would be tracked within FMX. A link would be provided for individuals to review updates about the results. This will be the next project for the Workplace Safety Committee to accomplish.

There were no further New Business items.

The meeting concluded at 3:55 PM.