

# Canon McMillan School District

## Safety Meeting Minutes

Thursday, March 18, 2010

9:30 a.m.

Central Office

### I. Call to Order

The meeting was called to order by Mrs. Joni Mansmann at 9:35 a.m.

### II. Roll Call

Donna Barca  
Dave Brown  
Linda Camerson  
Vicki Capone

Karen Dorgan  
Randy Huddart  
Cindy Karner  
Jonn Mansfield

Joni Mansmann

### III. Review/Approval of Last Meeting's Minutes

Minutes from the 2/18/10 meeting at Cecil Intermediate were reviewed, approval is noted.

### IV. Chairperson's Report

Mr. McCrory was not in attendance.

### V. New Business

Donna Barca distributed an updated Work Related Incidents listing. There were 2 incidents since last month's meeting. They are both filed as medical and were not due to any safety hazards.

Joni Mansmann has been contacted by PMA group regarding implementing a "Panel of Physicians". Prior Board members and a Citizen Tree have also expressed interest in the district implementing a panel. This process would bring Light Duty work in for people depending upon their job duties. She is working toward this goal.

April is the month for her yearly review with the insurance representative to go over all district policies.

The HANDS application/report is also due in April.

*Discussion: Participation and Membership (recognition and incentives):*

Next school year it will be necessary to conduct safety meetings during the months of July and August. Joni will be generating incentives for employees who participate in the summer.

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Joni reminded the Committee members to please notify Donna Barca with their shirt size for next year's Safety Committee jerseys.

Vicki suggested safety-related games to create additional awareness, such as a 'Safety Bingo' game.

Joni stressed that the committee members' time and participation is *very much appreciated*. The committee is there to bring additional awareness to safety issues and practices. It is her hope to bring the committee even further. Recommendation letters will be issued to building principals over any concerns as well as

The next meeting will be held at the Support Facility on April 15, 2010 at 1:00 p.m.

**VI. Adjournment**

The meeting was adjourned at 10:30 a.m.