



## Columbia School District 206

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William J. Wadlington, Ed.D.  
Superintendent/K-12 Principal

### Safety Committee Meeting Minutes

**Date:** 3/11/20

**Time:** 8:40-9:10

**Members Present:** Bill Wadlington, Trish Moss, Peter Greene, Roy Lamm

**Absent Members:** Adriane Piper

**Review minutes of last meeting.**

**Approved?**  Yes  No

#### **Corrections and/or additions to the minutes:**

##### **1. Unfinished business from last meeting:**

- a. Possible training for Roy on facility sensors and remote access. This would be conducted by USIP. There would be an annual cost of \$900 per year. Looking into training here at school or Colville.
- b. KanDo Electric will work on the AG shop. Concern about the current electrical box will be having available parts due to age. Work in progress.
- c. New signage has been posted around school grounds stated Tobacco and Vaping free zone.
- d. Safety committee went over the facility review that was conducted on Jan. 17<sup>th</sup>, 2020. The overview will be posted on school website under facility. Items have been addressed and either corrected or in process of correction.

##### **2. List all safety hazards or health-related concerns reported since the last meeting:**

- a. Spring list of maintenance: pea gravel added to playground, more safety bark or equivalent to the play structure, repair chain link fence from snow removal damage.
- b. Due to COVID-19 maintenance staff is instructed to start deep infectious cleaning procedures using either 70% alcohol or 20% bleach solution.

##### **3. Review all employee accidents reported since the last meeting:**

- a. Was the unsafe action or condition identified and corrected?
- b. A copy of the supervisor's report is to be reviewed by the Safety Committee.

##### **4. Review student accidents reported since the last meeting:**

- a. Was the unsafe action or condition identified and corrected? Yes
- b. Recommendations  
There were 10 student related incident reports filed from 2/12/20-3/11/20.

Staff needs to complete an accident form completely. Also, if you send a student to the office to be seen for an injury an accident form must be filled out.

5. **Is our Accident (and occupational illness) Prevention Program working? What improvements would you suggest?**

- a. Dr. Wadlington is always available for any decision regarding any safety issues.

6. **What other safety-related topics did you cover in this meeting?**

- a. The idea of having a vacant/occupied deadbolt added to the single use bathroom was rejected by both USIP and the school superintendent.
- b. Maintenance supervisor was asked to put together a plan of action for school wide disinfection protocol.
- c. During an evacuation drill the last staff out of the hallway should be shutting the double doors. Do not back track to close them. Also, all exit doors should be shut, do not prop open a door.

7. **Safety Drills:**

a. **Previous Drill Outcome and Report:**

2/21/20 @ 10:00 a.m. Evacuation drill (fire drill). Drill started at 10:00 a.m. ended at 10:05 a.m. Reminder was sent to staff about getting away from the building first and roll second once they have arrived at the gathering point. Also not all staff had red/Green cards and emergency doors in the HS wing were left open.

b. **Next Drill Plan:**

3/26/20 @ 11:30 Earthquake drill

**Date & time of next meeting:** April 11, 2020 8:45 a.m.

**Location of next meeting:** Library

**Minutes prepared by:** Trish Moss, Safety Committee Secretary

**Committee Chairperson:** Dr. William J. Wadlington

**Mail, fax or email this report to:**

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