

Official

Crook County School District Site Safety Committee

November 8, 2012 – 2:30 PM
Pioneer Alternative School

Members in Attendance: Julie Koon, Renea Sedlacek, Dawna Sundberg, Jane Ashcraft

1.0 Minutes

The committee members reviewed the minutes from the September 19th meeting.

2.0 Approval

Renea moved and Jane seconded to approve the minutes from the September 19th meeting as written. The vote was unanimous in favor.

3.0 Old Business

3.1 Dawna reported that the Central Safety Committee suggested that Deen review Julie's concerns about safety issues in the Print Shop with the administrators again. The Central Committee felt that the concerns were serious enough to warrant further review.

4.1 Deen Hylton, Safety Officer, spoke to the committee about the continuing issue of the MSDS Books and how to go about getting them updated. He said that Steve Heier, Cecil Sly Building Engineer, had gone through all of the custodial supplies and compiled data for that department. Deen asked if the Site Committee was ready to move forward on compiling the new books. He was under the impression that the committee would complete the project. He suggested splitting the project up by site and having each site committee member do their own buildings. The site committee felt they had been misunderstood and that Renea had offered to help put the books together, not review, research, print, and bind the documents.

Deen showed the committee the 2 large binders that comprise the MSDS books for the district. Much of the data is no longer in use and could be archived. New books would be put together with currently used products.

Dawna suggested an Extra Duty contract because of the time involved in putting together an updated version of the MSDS books. Someone could not only put the new books together, but maintain the books on an on-going basis.

Deen reviewed what types of products would need to be in the books. It may be easier to start from scratch rather than go through the current books and verify each product. He also said that the custodial supplies are purged on a regular basis so there shouldn't be any old or discontinued custodial products in use.

Jane agreed that an Extra Duty contract might be best and that person could visit the schools when the students aren't there, making it quicker and easier to identify product in the classrooms.

Jane moved and Julie seconded to suggest to the Central Safety Committee to see if funds are available for an Extra Duty contract to assemble and maintain the MSDS books for the district. The vote was unanimous in favor.

Deen will take the suggestion back to the Central Safety Committee.

Discussion followed regarding the use of the MSDS books, where they should be located, and disposal of discontinued products.

4.0 New Business

4.1. The Site Safety Inspections are complete and Dawna will compile the summary for the next meeting.

5.0 Adjourn

The next meeting is scheduled for Wednesday, December 5th, at 2:30 pm, at Pioneer Alternative School.
Meeting adjourned at 3:34 PM.

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Jonya K. Howard

Chairperson

Dawn Lundberg

Secretary

12-12-12

Date Minutes Approved