Attendance sheet was sent around.

The committee re-elected Gail Hoskins as Chair of the Safety Committee, and elected Lori Medlin as Secretary of the Safety Committee.

Gail gave handouts on the Safety Committee Charter, a Welcome Back Packet, and Safety Committee Member Responsibilities. As a reminder, the goal of the Safety Committee is to ‘Maintain a commitment and interest on the part of Administrators, Certified and Classified employees in occupational safety and health matters.’

**Safety Training**

Guest speaker, Paula Jones with SAIF Corporation, presented and handed out packets on The Foundation of a Safe Workplace (by Oregon OSHA). The packet outlined the seven key elements for laying a safe workplace foundation. They are as follows:

1. Management leadership
2. Hazard anticipation and detection
3. Hazard prevention and control
4. Planning and evaluation
5. Administration and supervision
6. Safety and health training
7. Employee participation.

**Accidents & incidents**

Paula also went over Oregon City School District’s Policyholder Claims Summary for last school year. It was reported that there were a total of 29 injuries last year. So far this year, there have been two injuries reported.

**Safety Suggestions**

Handouts were given with regards to Classroom Safety Regulations (email Gail Hoskins @ gail.hoskins@orecity.k12.or.us for a poster size copy of the regulations) and School Decorations policy. Mike Reisling informed the Committee that work orders keep pouring in, and all agreed that this has been a wonderful effort within the District in preventing accidents and injuries. Thank you Mike and Maintenance crew!
**Safety Related Issues**

It was brought to the Committee’s attention that several of the classrooms within the District have heavy, fabric-covered furniture that could be a fire hazard, and make it difficult to clean within the classroom. It was suggested that IKEA furniture might be a good alternative, as it is light, easy to maneuver, easy to clean, and affordable.

Gail reminded the committee that **October** is usually fire inspection month and to please be prepared.

Meeting adjourned at 9:00am. Next safety committee meeting is November 29th at Jackson Campus in Room 17.