Attendance sheet was sent around, and Safety Committee members for the 2014/2015 school year introduced themselves.

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

Gail sent out Welcome Back Packets to all committee members containing the following:
- Oregon City School District Safety Committee Charter – which states the goals, objectives, organization, authority, procedures and training of the Safety Committee
- Safety Committee Member Responsibilities
- Safety Committee agendas and meeting dates (these are also on the OCSD website under Departments, Health and Safety).
- Flyers on fire and safety with important smoke alarm tips and classroom safety regulations.
- Flyer from Clackamas Fire District #1 with contact information on how to set up a free classroom visit to teach your students about fire safety. Contact info: 503-742-2660 or online at clackamasfire.com/requestanappearance.html

**Safety Training**
Gail went over the Safety Committee Charter.

**Safety Committee Mission Statement**
The safety committee is structured to promote a culture of safety and health throughout the Oregon City School District, to find solutions for safety concerns and to promote a safe and secure environment for students, staff and community.

Get word out to your teachers with regards to fire prevention visits from Clackamas Fire District #1 at your schools. Contact information above.
October is Fire Prevention Month. We have a new fire inspector, Matt Amos -- be prepared for your building walk-throughs with him. Mr. Amos will not schedule a visit, but will show up at any given time. A few things he will be looking for: fabric hung in the school building, extension cords/fused outlet strip plugged into each other, clear exits/hallways, and fire drill records.

Accidents & Incidents
So far this year there have been 5 accidents/incidents reported (July 1 is the start date). Committee members, please get the word out on safety. Fall is here and winter is just around the corner. Rainy weather can cause slick floors and slipping accidents. Make sure your building floor mats are down, and wipe your feet. 😊 Each incident affects insurance premiums, which in turn affects money at the school level. Our goal is to keep rates down.

Supervisor’s Incident Report – to be completed by employee at time of incident/accident, then signed by his/her supervisor and sent to Kay Bunce. If employee seeks medical treatment, they must complete a SAIF Form 801 (report of job injury or illness). Both forms can be found on the Oregon City School District website under ‘Departments’, ‘Health and Safety’.

Safety Suggestions
No safety suggestions have been turned in yet this year.

Safety Related Issues
Classroom Safety Regulations were handed out -- all teachers should have a copy of these regulations in their classrooms. The biggest change this year is that wall coverings must be limited to 50% of classroom surface area. A copy of the Classroom Safety Regulations can be found on the Oregon City School District website under ‘Departments’, ‘Health and Safety’.

Other fire code reminders: no cords under mats, no surge protectors plugged into one another, and no chemicals from home (only District approved chemicals in clearly labeled bottles). If a chemical is brought in, a Safety Date Sheet must be completed and put into the building’s safety notebook.

Fire Drill forms are due each month by the 30th. Fire/Emergency Evacuation Drill forms can be found on the Oregon City School District website under ‘Departments’, ‘Health and Safety’.

Since October is Safety Inspection Month, there will be no safety committee meeting in October. Please remember to turn in your Safety Inspection forms by October 31. The next safety committee meeting will be Thursday, November 20, 2014 at 8:00 am, in the Admin Board Room.

Meeting adjourned at 8:36 am.