

WHAT: Health and Safety Committee
WHEN: Wednesday, January 3, 2024
TIME: 3:30PM – 4:30PM
WHERE: Scotia-Glenville High School Room B2

Agenda

Time	What	Who
3:30 – 3:40	Welcome and Review Agenda	Jon Van Alstyne
3:40 - 4:00	<p style="text-align: center;">Items:</p> <p>Asbestos</p> <ul style="list-style-type: none"> • Handling license expired in June 2023 • Renewal submitted • Six-month surveillance • Updating asbestos management plan <p>Right to Know</p> <ul style="list-style-type: none"> • New “Right to Know” posters with QR code access to safety data sheets posted in every building <p>Workplace Violence Prevention Program</p> <ul style="list-style-type: none"> • District update • Questions/concerns? 	Jon Van Alstyne
4:00 – 4:30	Round Table	All

Next meeting: February 7, 2024

Meeting Minutes

January 3, 2024

Attendees: Susan Swartz, Drew Giaquinto, Pete Zwack, Dennis Cooper, Peter Bednarek, SRO Michelle Arreola (left prior to meeting start), SRO Jeremy Ecker (left prior to meeting start), Ben Sequeira, Jennifer Russell, Jon Van Alstyne

Agenda Items

Asbestos (Jon Van Alstyne)

- The asbestos handling license expired in June 2023. The district was without an asbestos “supervisor” which is required for renewal. Trevor Cooper had recently completed his “supervisor” training which allowed the district to obtain a handling license once again. The paperwork was submitted to the Department of Labor during the last week of December.
- Jon and Trevor Cooper are in the process of completing the required six-month asbestos surveillance for the district. Several buildings were surveilled on January 3 and the remaining buildings are scheduled to be completed on January 10.
- The Asbestos Management Plan is in the process of being updated.

Right to Know (Jon Van Alstyne)

- New “Right to Know” posters have been distributed to each building. These posters feature a QR code which allows anyone with a smartphone to scan the code to obtain access to safety data sheets for any chemicals located within the district.

Workplace Violence Prevention Program (Jon Van Alstyne)

- No questions or concerns. The district is working with Needham Risk Management to establish the program.

Chemical Hygiene Plan (Jon Van Alstyne)

- The Chemical Hygiene Plan is slightly outdated as it lists a former employee as the Chemical Hygiene Officer. Peter Bednarek believes Matthew Hubbell is the new Chemical Hygiene Officer but he will follow up on this.

Round Table

Buildings (Drew Giaquinto)

- The Building Condition Survey was recently completed and will be presented at the Board of Education meeting in January.
- The 2021 capital project is completed and submitted to the State Education Department. The project featured many items related to health and safety including new public address systems and new roofs at Glendaal and Glen-Worden.

SRO/Security (Pete Zwack)

(Note: SRO Arreola and SRO Ecker had to leave for an emergency call prior to the start of the meeting)

- The key boxes at the high school and Lincoln were replaced as they were no longer functioning correctly.

Next meeting is scheduled for February 7, 2024.