

# RICHFIELD PUBLIC SCHOOLS

## Health, Safety and Wellness Committee

### Meeting Minutes

09.20.2018

Meeting Called to Order: 7:15 a.m. in the District Office Board Room  
Today's meeting was an Introduction/Overview .

#### Members Present

- Deb Miller (Bloomington Public Health)
- Phoebe Anderson (Exposure Control Officer, District Nurse)
- Craig Holje (Chief Human Resources Admin Officer)
- Jenny Rodriguez (RDLS Health Services)
- Marta Weirich (HR Representative)
- Peter Fitzpatrick (Centennial Custodial)
- Dan Kretsinger (Facilities & Transportation)
- Daniel Holcomb (IEA Health & Safety)
- Casey Odell (RHS PE/Health)
- Pam Haupt (Food Services)
- Courtney LaDuke (Food Services)
- Carole McNaughton-Commers (Community Education Director)
- Bridge Mckye (Health District Office)
- Brenda Nielsen (HR Director)
- Nancy Brewster (University of Minnesota)

## Minutes

#### **INTRODUCTION/NEW MEMBERS**

Overview of safety committee.

#### **REVIEW INJURY REPORTS (STAFF/STUDENT)**

There's been 34 total district wide staff incidents as of 9/19/2018. At this time last year, there were 44 total incidents reported.

Phoebe Anderson will have a health services report out next meeting. The data for health services is collected monthly.

#### **WORKERS COMPENSATION PROGRAM UPDATE**

Luke Sammon will be Richfield's contact for SFM. Richfield's workers compensation insurer is changing from Travelers to SFM. SFM has a nurse hot line to report an injury, the nurse fills out the first report of injury instead of the supervisor.

The reporting process will be communicated to staff in October. Brochures and other documents will be sent out to staff.

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#### WELLNESS UPDATE

Employee Assistance Program – EAP is through Fairview, allows up to 6 site visits per incident for free to staff and their families. The goal this year is to utilize the EAP more to assist with the mental and emotional health for staff.

Student Activation – Goal is to use the RHS student wellness committee to help lead and promote efforts across the organization in support of our wellness policy. District will support their leadership development and seek student representation from the RHS committee to be involved in the broader district wellness committee. Vaping and eCigs were an area that was identified as a priority from the most recent Minnesota Student Survey. Deb Miller has submitted a request to support education in this area for Richfield students to reduce these behaviors. The student wellness committee will help promote this work in addition to their other areas of focus that include nutrition, physical activity, and physical, emotional and behavioral health.

#### HEALTH & SAFETY UPDATE

Lead in Water Sampling - Lead is a metal that usually enters drinking water through the distribution system, including pipes, solders, faucets, and valves. Lead levels in water may increase when the water is allowed to sit undisturbed in the system. Testing will occur next month in all schools.

Sports Turf Field Testing – The Richfield High School Football Stadium was tested in August. The testing occurs by sampling 10 designated locations throughout the field and tested for impact/g-max. The testing measures the shock attenuation of the location on the field. A Higher g-max rating means the field is “too hard” and dangerous. A lower g-max rating means the field is “too soft” and player/muscle fatigue is more prevalent. All Richfield Football Stadium locations were tested as safe playing conditions by the ASTM guidelines.

RDLS/STEM Playground Inspection – The RDLS playground was recently inspected by a Certified Playground Safety Inspector. The swings at RDLS are in the process of being replaced. A piece of equipment at the STEM playground was recently inspected due to an incident that occurred. The installer of the playground is to inspect the equipment and provide a proposal to remove the piece of equipment to ensure student safety on the playground.

#### FACILITIES UPDATE

Construction update – Scheduling has been going well. Construction will be going on during school hours. If you do see safety issues/concerns during the day – let Dan or Craig know. The construction crew will be marking off certain areas to ensure safety of students and staff.

Summer Projects Overview – Roof replacement at the High School. Installed new water coolers and bottle fillers at Centennial and the Middle School. The rest of the \$25,000 recycling grant was used up through the summer. Richfield was approved again this year for \$25,000. The middle school pool was drained and cleaned. There was new snow removal equipment purchased, this will help expedite the removal process to help with slips and falls. A safety grant

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application was submitted for security cameras, radios, secure entries, etc. Richfield is awaiting results for the grant money.

**NEW BUSINESS**

Playground Sign – Currently have a paper playground safety sign at Central. Carole McNaughton-Commers to send Daniel Holcomb information on what the sign should read to create a new sign.

Central severe weather shelter routes – Teachers concerned with the path to get to the severe weather shelters. The teacher’s current route is to go down long hallways to get to the shelter. IEA to investigate different routes for the teachers to avoid long hallways.

Walkie Talkie Communication – With the increase of enrollment at Central, how should staff get in contact with one another for assistance? Is walkie-talkie communication okay for teacher communication?

All committee members to send Daniel Holcomb [Daniel.Holcomb@IEAsafety.com](mailto:Daniel.Holcomb@IEAsafety.com) an email regarding if they are interested in only attending the health & safety or Wellness portion of a meeting or both.

Next Safety Committee Meeting is Thursday, November 15th.