

RHS Safety Committee Meeting Minutes Oct. 19, 2017

In attendance:

- Brittany Burger: Secretary
- Dave Warren: Custodian
- Mary Corcoran: Nurse
- Paula Robinson: Principal
- Hilary Chandler: Classified Representative
- Rob Pridemore: Teacher Representative
- Cheryl Wright: Facilitator

1. Cheryl discussed the purpose of the Safety Committee.

- The committee reviews any accident reports, the general safety of the school, and the school's disaster preparedness.

2. Brittany and Dave are working on disaster supplies to sustain 300 people for 2-3 days.

- Brittany is doing the research, and has a couple lists of provisions to review.
- Dave is doing the inventory of the shed to see what provisions we already have ready. He is also working on making sure the disaster supplies are accessible to the committee in the case of an actual disaster.
- These tasks are scheduled to be completed in time for the next committee meeting, and during this next meeting the committee will go on a walking tour of the shed and the school.
- Paula is working with different groups discussing funding.

3. The committee discussed fixing the pull station keying system. Also, we discussed getting a cover for the pull station in the gymnasium. This station has been hit by sports balls, and has caused the alarm to go off falsely.

- Dave will follow up with the District regarding where this stands.

4. Only one accident report has been filed this school year.

5. Mary arranged to get a toolbox for the nurse's room to replace the file cabinet currently used. The toolbox would be used to organize medications, so that in the case of an emergency, medications could be easily accessed.

6. New batteries have been installed in our AED machines, and the pads have been tested and are still in working condition.

7. Hilary is working on window covers for lockdown situations, and they will be finished by November 6, 2017.

8. Cheryl has purchased several new walkie talkie radios for the school, the purpose is following:

- They will be placed in each room and classroom throughout the school, to ensure flawless communication in the case of an emergency situation.
- As of right now, there are a few areas in the school that cannot hear PA announcements clearly, so the walkie talkies will serve as a backup for these areas.
- Hilary and Brittany will work on labeling the radios.
- During the next staff meeting, the radios will be handed out to teachers.

- Staff training for use of walkie talkies will be provided by Cheryl and Brittany on November 6, 2017.

9. Today was the Great Oregon Shakeout, so the high school held an earthquake drill, and this was recapped. Overall, the feedback indicated that everything went well. The drill was completed in 6 minutes.