

## Safety Meeting Minutes 10/12/2022

Those in attendance: John McCurdy, Karen Mauer, Tracy Clark, Mark Lander, Daurine Petersen, Mike Ballinger and Dee Holtz.

### **Old Business:**

Mark Lander has been working with the IDOT and IMWCA to get our Safety Policy Plan updated. Mark has this task completed, presented the plan to our Board of Directors; they approved it.

Mark Hansen has called DeVries Equipment and they have come out and inspected the vehicle lift in the shop.

Brown Electric has completed the installation of new exit signs with lighting in the shop, wash bay, hallway by the restrooms and the North hallway.

Hotsy pressure washer unit was still not eliminating all the exhaust correctly. They came out and installed a fan in the ventilation system to eliminate the fumes. This has eliminated the problem.

### **New Business:**

Will need to discuss if we are going to appoint a Safety Director or if John McCurdy will remain the Safety Director. John and Karen will update new policies to put the Safety plan in place.

John will check to see how often the vehicle lift needs inspected if it is annually or less frequent.

Mark Lander and Kristen will coordinate an evacuation drill with the school routes to educate the passengers on how to safely evacuate in an emergency.

Dee will contact Feld Fire to look at the door of the bus barn as the card reader is not always operating correctly thus not allowing the door to open with the card reader.

Snow removal is the same company as last year AA Tree Service & Snow Removal. Kristen, Mike, Mark Lander, and Mark Hansen all have his number if they would need to call him as they arrive early to work.

Flu shots will be available for drivers and all other employees at the Driver's meeting on October 12, 2022. Any employee can get their flu shot at the drivers meeting or they can go anytime and get a flu shot where they dispensed. Our insurance will cover this expense.

Accidents: we had four drivers that have been involved in fender benders accidents. Mark Lander educated these individuals about the importance of making sure the bus has enough space to fit in tight quarters. These four individuals will not receive incentive pay for this 6-month period.