

JLMC Meeting

11/28/2017 (Not Yet Approved)

Those in attendance: Amy Fisk, Darlene Rollins, Carrie Frederiksen, Jody Bates, Jody Peters, David LaPointe, Jane Fortson, Monica Panait – Primex Representative and Linda Heath

Jane asked if anyone had changes to the minutes. Monica stated that in the sixth paragraph it should read “Monica shared that the JLMC...” minutes not responsibilities are to be posted.

1. It was motioned that the minutes be accepted as amended by David LaPointe and seconded by Linda Heath. There were 3 abstentions. Motion passes. (Darlene, David and Carrie abstained.)
2. Public Comments: Monica explained why it is important to monitor/audit the facilities periodically. This is not to do an inspection as that is the Fire Department and Facilities Department’s job.
3. A. We reviewed the losses since our last meeting. It was noted that losses may increase with ice season upon us.

Jane reminded us that if we find slippery conditions to notify David LaPointe so that his team can take care of it. Darlene Rollins asked how to get in touch with him as she works an early shift. Darlene also asked about the ramp as she has to assist a student and it is difficult to maneuver. David LaPointe said it would be looked at first thing in the morning on November 29, 2017.

Monica shared that some places use a blue or pink ice melt so as to draw attention to the potential hazard.

- B. We then did a walk around of the Mt Caesar building. The following issues were found to be addressed:

Room 2

- Table blocking exit and a small shelving unit was as well.
- Totes on top of the cabinet – even though they are light weight, they pose a hazard.

Custodial Closet

- Chemicals need to be stored lower.

Hallway – it was asked who is responsible for the Material safety data sheets updates? Monica also shared that they need to be kept for 30 years on file. Monica pointed out that the hallways should not be used for storage of any kind, she was pointing to bags of items located near the door to the outside in the wooden structure end of the building.

Room 5

- File cabinet at the back of the room next to the adjoining room needs to be moved. Nothing can be within 18 inches of the door pull.

- Plastic cloths should not be covering bookshelves or anything like that. It is a smoke hazard.
- Storage area – floor needs to be kept clear and the clearance from the sprinkler is not adequate.
- Table inside the classroom door is again in violation of the 18 inches.

Room 12

- Toys with wheels being stored on top of a cabinet – they could roll off and hurt someone.
- File cabinet in the corner is stacked too high
- The shelf next to the adjoining door is in violation of the 18 inches.
- Toys should not be kept next to the exits/entrances.
- Spray bottle with cleaner and Clorox wipes should be stored out of reach and sight of students, and all bottles should be clearly labeled as to their contents, and should be what the label says.

Hallway – outside of Room 11 – ceiling tiles were tipped up (David LaPointe fixed those)

Entrance

- Rugs bare and curling
- Mats are worn

Kitchen

- Chemicals need to have the manufacturer's labels on them.
- Where are the safety data sheets?
- Is the small bottle of Dawn dishwashing liquid district provided?

Hallways – There should be no name plates outside any doors. This is a huge safety hazard.

Cafeteria

- Empty milk crates need to be stored outside – they are too high.
- The back door was blocked by tables
- Uneven tiles as enter cafeteria from the hall.

David LaPointe asked if there were any questions about the walk through.

4. There were no public comments
5. Next meeting agenda – do a walkthrough of Troy Elementary School
6. Next meeting Date – Wednesday, February 21 at 4:00 PM – Troy Elementary School
7. Adjourn – Linda Heath moved to adjourn and Carrie Frederiksen seconded. Motion passed.