

**Minutes**  
**September 15, 2010**  
**3:00 – 4:00 PM**  
**DCTC Board Room**  
**Health, Wellness and Safety Committee**

**Present:** Gary Wheeler (Riverport Insurance Agent), Lynda Hurt, John Christiansen, Melissa Schaller, Patricia Cozad, Linda Berg, Tracie Randall, Mary Weiland, Nicolle Roush, John Borup

**Absent:** Scott Zehnder, Terri Trexler, Mike Zickrick, Ann Staples, Joan Asmus

**OSHA Update** – Val Whitmer was absent for the meeting.

Gary Wheeler, work compensation underwriter for Riverport Insurance was present. Good news is that there were no claims since August 31, 2010. One employee had a shoulder strain and one employee with a concussion that is still an active case.

**Annual Classroom Checklists** – These were distributed to staff before the start of school. Each room needs to have a sheet completed and sent in to the supervisor by October 1. Linda will then compile a list of items that need attention and forward on to this committee for review.

**Flu Shots** – These will be given on Friday, October 8, 2010, from 2 to 5 PM, in the DCTC Board Room. The flu shot is free if you have the District's Health Partners Insurance. There is a fee if you don't have insurance and would like the shot. The shot will include both the regular and HINI flu shot together so you don't need two shots like last year.

**Holiday Social** – Linda will send out an e-mail asking for opinions on what people like or do not like in a holiday social. One suggestion was to take turns having sites "host" the event. That way everyone would get a chance to be involved in planning what they would like.

**Claritynet** – Linda said that out of 1,673 courses, 805 were completed or 48%. The date to be done is October 1. Please remind everyone of this completion date.

**Lockdowns and Firedrills** – just a reminder that each building is required to do five lock downs and five firedrills each year.

**Building specific issues** - Question came up about workplace injuries. Is there a way to have trainings at sites where accidents are more frequent? Melissa said that crisis intervention procedures are being put in place. Also protective clothing (arm sleeve covers, gloves, etc.) are adding more protection from bites to the skin. There are also intense trainings set up in November, December and January for the SUN and TEA programs. June and August dates will also be available next year.

Meeting adjourned at 3:43 PM.

**Next Meeting**  
**November 17, 2010**  
**3:00 PM – DCTC Board Room**