

**FEIN: 25-1157784**

**Employer's Name: Chambersburg Area School District**

**CHAMBERSBURG AREA SCHOOL DISTRICT**  
**435 Stanley Avenue, Chambersburg, Pennsylvania 17201**  
**717-261-3420**

***CERTIFIED WORKPLACE COMMITTEE***

Minutes for October 21, 2021 safety meeting – via Google Meet

- I. Ed Peters called the meeting to order at 3:17 pm.
- II. Members reported their attendance and the meeting proceeded. – Josh Daly, Lissett Jones, Robin Knepper, Jonathan Michael, John Parson, Dave Stike, Joe Tosten, Matt Varner and Brian Zimmerman were absent.
- III. The minutes were accepted from the September 16, 2021 meeting. Ellen Henry motioned to accept, Barry Sheeder seconded.

IV. Accident Review – Emily Dice

Type of Injury	Date of Injury	Location of Incident	Employee Description	Notes
Cut	9/17/2021	CASHS	Support	Cutting paper, cut left thumb. Claim, no lost time.
Trip/slip	9/27/2021	Fayetteville Elementary	Food Service	Tripped over table while carrying boxes, hit knee and bumped nose. Claim, no lost time.
Slip/Fall	9/30/2021	Guilford Hills	Professional	Fell off chair, broke ankle. Claim, lost time.
Chemical Burn	10/1/2021	Guilford Hills	Professional	Cleaning students' desk, had chemical burn on 6 finger tips. Claim, no lost time.
Slip/Fall	10/15/2021	Transportation	Driver	Stepping off bus, slipped on stones, ankle strain. Claim, no lost time.

Emily Dice confirmed the staff member who fell off the chair was standing on the chair instead of using a ladder. She also further explained the chemical burn was a reaction to cleaning solution, and the staff member was not wearing any PPE. She was unsure of the chemical being used. The approved cleaner the District provides is HALT, which has not previously been reported to cause any reaction when properly diluted.

V. Inspection Report Review – None to review.

2021-2022 Inspections to be completed September thru November

Jaime Vinglas / Donna Rock	CAMS North, Grandview
Cody Marker / John Parson	CASHS
Emily Dice / Jonathan Michael	Admin Building, Buchanan

VI. Old Business

VII. New Business:

- 1. Jennifer Graham presented the members with an overview of slip/trip/fall prevention. She provided a handout which is included with the minutes. Slips, trips and falls cause 15% of all accidental deaths and is the leading cause of injury for younger workers. In the workplace, slips, trips and falls cause over 300,00 injuries per year. Jennifer highlighted some reminders to prevent injury. One preventive step you can take is simply taking your time, slow down on steps, going around corners and navigating through your work space. Workers should also be mindful of hazards in your way, make sure you have a clear path. Housekeeping is also important, clean up spills, use signs or other markers to indicate an unsafe area. Also discussed was parking lot safety – be careful on uneven surfaces, make sure curbs and steps are marked clearly. Also, as we approach colder weather, assume there is ice if the temperature is close to freezing.

2. Privilege of the floor –

- i. Ed Peters asked the members if there were any known conflicts with the next meeting date in November. No one in attendance had any conflicts with the next meeting date so the schedule remains unchanged.

VIII. Announcement of next meeting date November 18, 2021 via Google Meet.

IX. Meeting Adjourned at 3:24 pm– Ellen Henry called for adjournment and Mark Long seconded.

# Prevent slips, trips, and falls

Because a painless tomorrow is a reward for being safe today.



## Is it time to replace your footwear?

The lifespan of a shoe depends on a number of factors, but below are some guidelines for determining when it's time to replace your footwear:

**Athletic shoes:** As a general rule, the life of a running shoe is 300 to 500 miles.

**Casual work or walking shoes:** It's time to repair or replace when you have scuffed heels or flat spots on the outer sole, or when the back edge of the heel gets so worn that it's angling sharply.



# What can I do to prevent slips, trips, and falls?



## Work areas

- Wear appropriate slip-resistant shoes.
- Slow down to negotiate turns, corners, obstacles, and areas of limited visibility.
- Keep workspace and walkways clean, clear, and well-lit for you and your visitors.



## Stairs

- Take only one step at a time.
- Keep one hand free to grasp the handrail.
- Limit your load and make sure your vision is not obstructed.



## Wet floors

- Clean up wet areas and spills immediately.
- When mopping, make sure that signs warn others of the danger of wet surfaces.
- Use caution in areas where wet floors are likely, such as entrances, restrooms, and mopped floors.



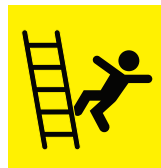
## Cords

- Do not allow electrical cords or other objects to extend across a walkway.
- Tie up any cords that might pose a trip hazard.
- Tape down or secure cords that are temporarily located in traffic areas.



## Parking lot and grounds

- Stay alert for uneven surfaces.
- Watch for curbs and potholes when moving between vehicles.
- Assume there is ice if the temperature is close to freezing; slow down and take short strides.



## Ladders

- Stand on a ladder instead of a chair, table, bucket, or box.
- Use the correct ladder for the job.
- Never step on the top platform of any ladder, including a stepladder.

## Statistics

- Slips, trips, and falls cause 15 percent of all accidental deaths, second only to motor vehicles.
- Falls and equipment mishaps are the two most common causes of injury for younger workers.
- Falls are the leading cause of both fatal and non-fatal injuries for adults ages 65 and older.
- In the workplace, slips, trips, and falls cause over 300,000 injuries per year, and, on average, one occurs every two minutes.

*Occupational Safety and Health Administration and the National Safety Council*



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