

## Meeting Minutes of the JLMC 1/9/24 @ WHS

**Meeting Called to order:** 9:02 am @ WHS

**Attendees:**

Brenda G, Tom L, Dalisa G, Scott H, Jeff H, Robin W, Kate H, Kori B, Mike K, Shannan M

- A. Rehang fire door near family bathroom in Spirit Hall. Hinge ordered.
- B. Chips in concrete in front walkway. On going issue that gets patched yearly in spring,
- C. D207 requesting better ventilation due to use of kiln. An additional HEPA filter will be added and will add room to next round of air quality testing. Current ventilation up to spec and code.

**Discussion:** Discussed wearing proper footwear during the winter months and reminding staff of slip and fall possibilities. An announcement about proper footwear and slips trips and falls to go out via email to all WSD. We will add a reminder to JLMC email invites to help round out staff attendance at JLMC meetings. Facilities requesting to be notified upon influxes in illnesses to provide additional cleaning and disinfecting in a timely manner. Kate will also work with Jeff to notify him on any claims to Primex. Some classroom door windows are missing molding, maintenance will address. Incident report will be revised by Kate to include proper footwear question. New injury claims reviewed. Upcoming storm high winds and rain expected, facilities will be stationed at each building to monitor.

**Meeting Adjourned:** 9:32 AM