

Sibley East Health & Safety Meeting Minutes

October 21, 2025

In Attendance

<input type="checkbox"/> Lonnie Seifert	<input type="checkbox"/> Deb Perschau
<input type="checkbox"/> Bob Pichelmann	<input type="checkbox"/> Randy Walsh
<input type="checkbox"/> Tim Harbo	<input type="checkbox"/> Lindsey Neisen
<input type="checkbox"/> Amanda Feterl	<input checked="" type="checkbox"/> Marge Erickson
<input checked="" type="checkbox"/> Stephanie Brandt	<input type="checkbox"/> Jeremy Wagner
<input type="checkbox"/> Sonja Highum	<input checked="" type="checkbox"/> Greg Elseth

Meeting Minutes

1. Old Business

1.1 Industrial Tech/Meat Processing Room Update

- **Discussion:** Tim noted that the Industrial Tech wing looked very tidy and the meat processing area wasn't looking too bad either. As we move into using that room more this year, he's optimistic it will maintain a clean and orderly work area.

2. Facility Report

- **Discussion:** Bob reported that fire door magnets have been replaced on the doors needing them. He was on the roof yesterday washing units down and plans to change filters this week, button up parts, and blow lines up.
- **Status:** Fire doors complete. Other tasks in progress.

3. Inspections

3.1 Playground Inspection

- **Discussion:** Inspection conducted over the summer. Everything looked fine, with a slight shortage of wood chips (**Bob** to address). A frayed swing was replaced. A fence is being installed, but Amanda is hoping to get a copy of a previous site survey to help with the permit process.
- **Action Items:**
 - [] **Bob:** Get more wood chips for the playground.

- [] **Amanda:** Obtain a survey for the elementary site for the fence permit if current photos/renderings are insufficient. (Bob to assist in finding if needed).

3.2 Mock OSHA Inspection (September)

- **Discussion:**

- **Elementary (9 issues):**

- LED string lights/Christmas lights cannot be year-round unless battery powered. Only allowable from November 15th to the end of January (Including but not limited to rooms **116**)
- Plastic fringe on windows: Must be fire-rated and have documentation. Cannot be placed in front of doors. Tim noted this is generally not a problem unless pervasive throughout the building.
- Storage: Too much clutter, piled items, blocked aisle ways. **Roger** and **Amanda** will work on reorganization and decluttering. Emphasis on disposing of unneeded items (e.g., old lost and found).

- **High School (29 issues):**

- LED string lights/Christmas lights cannot be year-round unless battery powered. Only allowable from November 15th to the end of January (Including but not limited to rooms **124 & 230**)
- Daisy chaining of power strips. (Including but not limited to rooms **244, Comp lab off Tech Office, & 220**)
- Theater storage: Needs organization.
- Door in pool mechanical room needs fixing.
- Science rooms: Chemicals need to be disposed of or reorganized.
- Eye washes: Must be tested weekly.

- **Overall:** Issues are primarily "housekeeping items" and small fixes, not major costs.

- **Action Items:**

- [] **Amanda:** Ensure Christmas lights are only up in holiday season and fringe are fire-rated and documented, and not placed in front of doors at the elementary.
- [] **Amanda/Roger:** Reorganize and declutter storage areas at the elementary, dispose of unneeded items.
- [] **Science Staff:** Address daisy chaining, chemical organization in science rooms, and storage in the science rooms
- [] **Bob:** Ensure eye washes are regularly tested, address fixes to the pool door and exit, and oversee the remaining items on the mock OSHA inspection.

3.3 Vector Training Report

- **Discussion:** 60 people still need to complete training, with 16 not yet started. The deadline is approaching. **Jeremy** and **Amanda** will reach out to staff. Food service training was discussed; they typically do their own training, but it's unclear if it covers all necessary topics (e.g., food allergies, seizures) and if they are even receiving notifications since they are not set up with individual emails.
- **Action Items:**
 - **Tim:** Provide **Jeremy** and **Amanda** with a list of staff who need to complete training.
 - **Jeremy Wagner/Amanda:** Individually reach out to teachers and parents on the training list to encourage completion.
 - **Lonnie:** Contact Crystal in food service to verify their training protocols and ensure they cover necessary topics (food allergies, seizures). If their training is insufficient or they aren't receiving notifications, communicate with Tim.
 - **Tim:** Remove any non-current employees from the training list.

4. Committee Member Reports

4.1 None

6. Next Meeting

- The next meeting will be held on **Tuesday, January 20th at 7:30 AM**. Tim will send an invite.

Respectfully submitted,

Tim Harbo