

Health and Safety Committee
November 15, 2019
Meeting Minutes

1. Accident reporting was added to Quick Links
2. PERRP – posters were distributed to all sites
3. Indoor Air Quality – Jeff Roe
 - a. Cindy explained that she receives numerous calls from teachers who want to have an Indoor Air Quality test ordered for their building
 - b. Jeff Roe – discussed the process and what is tested for:
 - i. CO₂, CO, mold
 - ii. Mold should be less than the levels in the outside air
 - iii. An environmental contractor is used for testing
 - iv. Mold is remediated whenever visibly present – all mold is treated as if it is dangerous
 - v. Many building occupants are not aware of the levels of air that get pumped into classrooms
 - vi. Process when there is a mold complaint:
 1. Buildings and Grounds sends a person to inspect for moisture problems
 2. If there is dampness – the tech will look for mold
 3. The moisture is fixed
 4. If mold is present, it is remediated by an environmental contractor
 - vii. Brown ceiling tiles – are designed to turn brown to indicate wetness.
 1. Custodians have ceiling tiles for replacement
4. Process for complaints
 - a. Teacher sends an email to principal
 - b. Principal has 10 days to respond
 - c. If not satisfied, teacher sends email to appeal to Director, Buildings and Grounds
 - d. Director, Buildings and Grounds has 10 days to respond
 - e. If not satisfied, teacher sends complaint to PERRP
5. We discussed the best way to make the complaint form available to teachers
 - a. Fillable PDF
 - b. DAS
6. We discussed making FAQ available for staff – Air Quality, Mold, Temperature, Accident Reports

Next Meeting: January 10, 2020, 1:30 – 3:30