

Atkinson Safety Committee Meeting Minutes

Date of Meeting: 9/25/2020

Time of Meeting: 10:00:00 AM

Date of Next Meeting: 10/30/2020

Committee Chairperson: Jennifer Fontana

Representatives Present

Sara Tetreault, Darek Steiger

Management Representatives Present

Other Attendees Present

Representatives Absent

Old Business

Door latches were removed so doors cannot be left open.

Mechanical room with fans next to 123A and 123B - needs to be checked to make sure the hole in the fabric of the duct work has been patched. The air from the room needs to be contained and not spread. Keep an eye on the electrical panel. The smell from the mechanical room is normal. Has the fan in that room been fixed? The air does need to be circulated. That might be the source of the odor. Darek checking on these.

Bathroom doors are being checked to make sure they look good.

New Business

Bees/yellow jackets in hallway - Jennifer emailing Frank Leavitt, Mark Posey and Western Extermination about the infestation.

Floorplate in main hallway needs to be fixed. It is raised up. Darek addressing.

Recommendations

Status of Recommendations

Additional Notes

Filed By: Sara Tetreault

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