

**LABOR / MANAGEMENT COMMITTEE
HEALTH AND SAFETY
MEETING
Monday, March 13, 2023
3:30 p.m. Board Room**

Minutes

Committee Members in Attendance: Dan Adams, Bill Flynn, Matt Grose, Ben Hawkins, Pat Medure, Kara Lundin, Jenny Lund, Kasie VanQuekelberg, Darin Cherne, Clayton Lindner, Carol Copp, Sue Roy, Cari Haley, Karen Elander (for Esther Hoganson), Aaron Riehle, Jessica Taylor, John Card, Julie Rasmussen

Guest: Leann Stoll

Unable to attend: Esther Hoganson, Bill Flynn, Kara Lundin, Darin Cherne, Clayton Lindner, Aaron Riehle, John Card

1. No additions or corrections were made to the agenda.
2. Motion by Carol Copp, second by Sue Roy to accept the 12/22/22 meeting minutes. Motion carried without dissent.
3. Superintendent's Report - Matt Grose
 - a. Staff Wellness Survey results
 - i. In October-November 2022, the Grand Rapids Public Schools participated in a project administered by the Northeast Service Coop to assess staff levels of workplace stress, perceptions of available wellness-related resources and supports, and recommendations for other helpful supports. The results are intended for use in developing plans for supporting the health and well-being of all district employees. The survey was completed by 351 staff (approximately 61% of all district employees). 54% of the employees who completed the survey identified as teachers or teaching assistants. Others identified themselves as secretarial/ administrative support staff (6%), building/district-level administrators (3%), custodians/ maintenance engineers (3%), counselors/psychologists (3%), food service workers (2%), transportation staff/bus drivers (1%), school nurses (1%), and other student support staff (8%). Years of experience ranged from 0 to 40, with an average of 15 years of service. The results showed that more work is needed on addressing mental health with ISD 318 staff members. There are protocols set in place for students, but what do we have in place for staff? A subcommittee of the Labor Management Committee will work together to identify strategies that promote staff well-being and gather ideas from other schools. Members of the Wellness Committee and other staff interested in promoting emotional wellness in the schools will be invited to work in collaboration on this project. Matt will invite Aubrey Hoover, NESC Regional Manager, Behavioral & Mental Health Services, to the next meeting.
4. Safe Environment
 - a. Health and Safety Report – Darin Cherne (absent)
 - i. A written Health & Safety report was provided.
5. Topics of Month
 - a. Enrollment - Kara L.
 - i. Absent - no report

- b. District facilities update - Matt G. (for Darin C.)
 - i. District administration is working on the 2023-24 budget. Financial health and stability can be achieved in school districts through:
 - 1. More funding from the State
 - 2. More students
 - 3. Reducing costs
 - 4. More funding from the community - operating referendum and/or capital projects levy
 - ii. Funding needed to renovate Southwest School is coming from the remaining funds from the 2018 bond referendum, not from the general fund. The district will reduce costs by selling the administration building and eliminating two leases, all of which will utilize space at Southwest. Demolition at Southwest is completed. ICS is waiting for a building permit from the City of Grand Rapids, then renovation work will begin. The district is looking at options for selling the administration building.
 - iii. Air quality improvement bonds are being used to pay for the HVAC project at Grand Rapids High School, not general funds. These bonds can only be used for air quality improvement. This project will take place over the next two summers; 2023 and 2024.
 - iv. A bonding bill is being utilized to help support the Bigfork Community and School.
 - v. Kootasca purchased Murphy School, but the school district still owns a parcel of land from the original property. The parcel of land will be sold, possibly to Kootasca.
 - vi. The County is taking back space at the IRC building, so Early Childhood Special Education will move into Murphy, and Boys & Girls Club will need to move out of Murphy by the end of July, which will affect summer programming. They are looking at two options: purchasing their own building; or providing programming at East Rapids and West Rapids. Administration has met with B&G Club representatives to discuss options and work out details. The district would charge the club a facility use fee. There are many things to consider before a final decision is made.
- c. District Health Insurance update
 - i. The school board approved a proposal to move toward a high-deductible health insurance plan. Details of the new plan will be determined through negotiations with each unit.
 - ii. So far, six contracts have been settled that include the new high-deductible health insurance language.
 - iii. Katie Thunshell and Jim Scherping will offer a second informational session on March 27 to ISD 318 staff on the high-deductible insurance plan option, in a similar format to the first ones. A notice will go out to staff with further details on the different times and locations being offered.

6. Budget Forecast and Discussion - Matt G.

- a. District administration is working on the 2023-24 budget. Financial health and stability can be achieved in school districts through:
 - i. More funding from the State
 - ii. More students
 - iii. Reducing costs
 - iv. More funding from the community - operating referendum and/or capital projects levy

- b. Meetings have been held with administrators, directors and staff to discuss wants, likes, and needs. A final cut range of \$1.9-2.9 million was determined. Based on information that continues to come in, the recommendation will be approximately \$2.4 million. Staff input was gathered through a survey. Over 100 ideas were submitted from over 40 responses. In addition to staff reductions, program reductions are probable. Focus will be to try to keep the impact on students as low as possible, understanding that there are many things that need to get done every day. Receiving retirement notices now is helpful and may reduce the number of staff notifications on March 31.
- 7. Legislative Review and Discussion – Matt G./Kara L.
 - a. Watching bills that are specific to ISD 318 and others affecting all school districts.
 - i. Bigfork School/Community bonding bill; \$1.5 million
 - ii. Southwest bonding bill; \$2.0 million
 - iii. Southwest cash bill; \$2.0 million
 - iv. Our students’ bill; after-school activities grant program; \$19 million
 - b. Continue to work on the district’s strategic plan
 - c. Matt Grose shared the ISD 318 legislative priorities for 2023
 - i. Bonding support for the Bigfork City/School District Community Wellness space
 - ii. Special legislation for repurposing vacant buildings
 - iii. Funding: Advocating for 5% on the formula funding, although it will not solve all of our budget problems. Additional funding to reduce the special education cross subsidy by 50%. New money cannot come with a host of new mandates.
 - iv. School safety. Increase Safe Schools revenue to at least \$100/pupil.
 - v. Ensure efforts to address free school lunch and breakfast do not come at the expense of school district revenue.
 - vi. A few GRHS juniors have been working with an urban school in Minneapolis that has a high percentage of homeless students. Together, they drafted a bill to fund a pilot program that provides a daily after-school three hour period for students K-12 to participate in activities such as Boy’s and Girl’s Club, Scouts of America, 4-H, athletic clubs, etc. This will establish a sense of self-worth through mentorship of students, which will significantly reduce substance use in these schools. The bill has been drafted and adopted by the Senate and the House.
- 8. Labor-Related Comments/Updates
 - a. Hourly employees’ pay structure - Kasie V.
 - i. Payroll is proposing to transition away from annualized payroll for hourly employees to paying actual hours worked during each pay period. This is a more traditional and accurate system. This will increase an employee’s school-year pay since they will not be paid over the non-working summer months. Payroll periods will be the 1-15th and 16th - end of the month. Concerns of not getting a check

during the summer months and budgeting was discussed. The new process will be brought to negotiations with the hourly-wage units.

9. Schedule Topic of the Month for 5/15/23
 - a. Mental health survey
10. Additional agenda items for 5/15/23
 - a. 2022/23 LMC School Board Indicator Report
 - b. Select Co-Chairs for 2023/24 School Year
 - c. 2023/24 Bargaining Unit Representatives
 - d. Schedule 2023/24 LMC Meeting Dates
11. Moved by Sue Roy, seconded by Carol Copp to adjourn the meeting at 4:42 p.m.
Motion carried without dissent.



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Date: December 20, 2022
Site Visit: 12

Your district recently had a site visit completed by IEA. Please see below for the progress of the tasks and IEA's notes from the visit. Please contact us with any questions.

For an update on current items needing attention – See this spreadsheet saved on the Google Drive:
<https://docs.google.com/spreadsheets/d/1i7MXVmJ7HR0mIKxP7IeA84cxzOglG5i/edit?usp=sharing&ouid=116342015537762782184&rtpof=true&sd=true>

AHERA Periodic Inspection

IEA completed the District's AHERA periodic inspection at the Grand Rapids High School. IEA's Management Planner will review the inspection reports. Once reviewed, IEA will review and file with the District at an upcoming site visit.

Management Plan Organization

IEA filed the recently completed Compressed Gas Assessment, Machine Guarding Assessments and Waste Evaluation within the respective management plans.



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Date: January 23, 2023
Site Visit: 13

Your district recently had a site visit completed by IEA. Please see below for the progress of the tasks and IEA's notes from the visit. Please contact us with any questions.

For an update on current items needing attention – See this spreadsheet saved on the Google Drive:
<https://docs.google.com/spreadsheets/d/1i7MXVmJ7HR0mIKxP7IeA84cxzOgIG5i/edit?usp=sharing&ouid=116342015537762782184&rtpof=true&sd=true>

Compressed Gas Assessment

IEA completed annual compressed gas assessments in the Maintenance and Transportation Building. The cylinders were inventoried, and an inspection completed to determine the cylinders compliance with compressed gas standards.

Compressed gas notification signs are required to be posted in areas where compressed gas is utilized and/or stored. IEA will provide notification signs for exterior doors at an upcoming site visit.

IEA will print and file the assessment at an upcoming site visit in the Compressed Gas management plan.

Emergency Eyewash & Shower Assessment

IEA completed an annual emergency eyewash and shower assessment in Maintenance and Transportation Building. IEA will print and file the reports within the AWAIR management plan. The following items below were not in compliance at the time of inspection:

Maintenance Garage	<ul style="list-style-type: none">• Stations are required to be flushed and documented per MNOSHA weekly.• Regularly clean/wipe the station to keep it clean and free of debris.
Bus Garage	<ul style="list-style-type: none">• Stations are required to be flushed and documented per MNOSHA weekly.• Water to emergency stations is required to be tepid, which is between 60 and 100 degrees. IEA recommends tempering the water to both stations in the Bus Garage as water temperatures were found to be below 60 degrees at both these stations.• The water pressure at the Bus Garage – East Entrance station is too high. IEA recommends adjusting the water pressure at this station to ensure water pressure is adequate.

Independent School District 318

IEA Project #202010622



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Machine Guarding & Industrial Arts Safety

IEA completed a machine guarding assessment within the Maintenance and Transportation Building. IEA found numerous items needing attention. Please reference the summary in a separate document.

The full report will be printed and filed in the Machine Guarding and Industrial Arts Safety management plan.

MPCA Air Emissions

IEA utilized fuel and BTU information from the District's boilers to calculate the District's potential-to-emit air calculations. The calculations are used to determine if the District is required to obtain an air permit from the MPCA.

IEA determined that a permit is not necessary based on the District's potential-to-emit. IEA will file the calculations within an MPCA binder at an upcoming site visit.

The High School currently does have a permit that can be terminated. IEA will work to terminate that permit.

IEA completed annual air emissions reporting for the High School. Copies will be filed with the MPCA documents at the Maintenance and Transportation Building.

Management Plan Organization

IEA filed and updated the most recent Aerial Lift inventory within the respective management plan.



ISD 318
Public Schools
Addition, Renovations, and IAQ

ICS Progress Report
March 6, 2023

Bigfork School Addition and Remodels

Up to date

- Submittals and Procurement are underway
- Bigfork City Council project overview
- Lockers are ordered
- MnDLI Plan Review is approved

Upcoming

- Procurement
- Building Permit through the state (MnDLI)
- May 2023 start Construction contingent on frost/weather/road restrictions
- Furniture planning

Grand Rapids High School HVAC Improvements/IAQ

Up to date

- MnDLI Plumbing and Plan Reviews are approved!
- Submittals and Procurement are underway

Upcoming

- Procurement – AHUs have been ordered
- March 9 at 10:30 Preconstruction Meeting with the contractors at the GRHS
- Building Permit through the city of Grand Rapids
- Summer 2023 Phase 1 Construction
- Summer 2024 Phase 2 Construction
- Procurement-risk management

Southwest Renovations and new Parking Lot

Up to date

- 12/6/2022 A Building Permit application was submitted to the City of Grand Rapids
- Submittals and Procurement
- Demolition is approximately 95% complete
- MnDLI Plan Reviews are finished approved
- Coordination with the city about parking, zoning, planning, and stormwater

Upcoming

- Continue/finish demolition
- Procurement
- Building Permit through the city of Grand Rapids
- 3/6 (tonight) School Board updates
- Monthly Steering Committee meetings
- February/March start Building Renovations
- Summer 2023 new Parking Lot