
RESCHEDULED: School Safety Inspections by District Insurance Carrier- Holt

From : Jesse Sell <sell_j@4j.lane.edu>

Wed, May 10, 2023 11:13 AM

Subject : RESCHEDULED: School Safety Inspections by District
Insurance Carrier- Holt

To : 'Allan Chinn' <chinn@4j.lane.edu>, 'Melanie Schwarte'
<schwarte_m@4j.lane.edu>, 'Jeremy Rutledge'
<rutledge_j@4j.lane.edu>

Cc : 'Jonathan Stephens'
<Jonathan.Stephens@bbrown.com>, 'Scott Asbury'
<asbury_s@4j.lane.edu>, 'Eugenia Gonzalez'
<gonzalez_e@4j.lane.edu>

All,

We must once again reschedule the date of this walkthrough for **Wednesday May 10:30 am**. Apologies for the scheduling difficulties.

Thank you,

Jesse

From: Jesse Sell <sell_j@4j.lane.edu>

Sent: Monday, April 10, 2023 2:55 PM

To: 'Allan Chinn' <chinn@4j.lane.edu>; Melanie Schwarte <schwarte_m@4j.lane.edu>; Jeremy Rutledge <rutledge_j@4j.lane.edu>

Cc: 'Jonathan Stephens' <Jonathan.Stephens@bbrown.com>; 'Scott Asbury' <asbury_s@4j.lane.edu>; Patrick Mucker <mucker_p@4j.lane.edu>; 'Eugenia Gonzalez' <gonzalez_e@4j.lane.edu>

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All,

On **Wednesday, April 26th at approx. 10:30 am**, Jonathan Stephens from Bro Brown (4J's liability insurance agent of record), members of 4J Risk Management are performing a safety walkthrough inspection at your school. We generally expect custodian site administrator participation, if at all possible.

I have attached documents detailing the type of safety issues that we will be looking for. Afterwards we will share the report on the issues that were noted, our determination of which party (i.e. Facilities, school admin, Public Safety) will be responsible for resolving specific items, and follow up to confirm completion of items.

Please let me know if you have any questions or concerns.

Thank you,

Jesse Sell (He, Him)

Safety Specialist | IPM Coordinator | CPSI

Eugene School District 4J

Facilities Management

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