

COAST UNIFIED SCHOOL DISTRICT SAFETY COMMITTEE

SEPTEMBER 22, 2015

The meeting was called to order at 3:40 pm by Lee Wight, Safety Coordinator.

Present

Carrie Brown
Carrol Adams
Sarah Joller
Lee Wight
Sally Thompson
Garth Maijala

Absent

Annie Lachance
Grant Phillips
Mike Lant
Mary Stenbeck

The Minutes from the May 19, 2015, meeting were approved. A motion was made by Carrol Adams to approve the minutes, and seconded by Sally Thompson. The minutes were approved by member vote.

Budget Report

	BEGIN BALANCE	EXPENSE	BALANCE
Credit Funds	\$ 2,594.00	\$ 0.00	\$ 2,594.00
Discretionary Funds	\$ 2,000.00	\$ 623.27	\$ 1,376.73
Premium Rebate	\$ 6,218.00	\$1,109.00	\$ 5,109.00
Grant Fund	\$ 3,711.00		\$ 3,711.00
District Match	\$ 0.00	\$ 0.00	\$ 0.00
Balances	\$14,523.00	\$ 1,732.27	\$ 12,790.73

Per Garth – As of this meeting, the Grant is 0.00, and the Rebate will be a ball-park figure and will fluctuate.

Per Sarah – The numbers have not been updated by the District Office as of this meeting and are incorrect.

Budget Expenditures

Current Expenses	\$ 623.27
Previous Expenses	\$ 0.00
Year to Date Expenses	\$ 623.27 – New desk for Daniel Narzisi

Old Business

- a. Update on Facility Safety Upgrades.
- b. Lee shared a presentation showing the fires that were near CUHS. The fire department used our tank, and the staff at CUHS helped fill the tank to assist in putting out the fire. The fire started again after a few days and CUSD staff assisted the fire department on that day as well.
- c. SLMS – Replaced shower heads and the water heater for a disaster shelter for the Red Cross. Unit is turned off but is available and accessible if we need it. It can also be used for visiting teams to take showers.
- d. Repair work on a lot of the sidewalks. SLMS – sunken slab – broke up concrete and replaced.

- e. Basketball winches were installed and staff had to get on a ladder and use a drill to lift the basketball courts up and down. They are now electronic – 3 have been replaced.
- f. Installed ADA new ramp in front of the library which goes right off of the handicapped parking spot and put in new hand rails. Part of 2000 remodel. Lee is working on trying to clear up a lot of issues with the DSA. A few more projects will be in the works.
- g. Gopher problems – Staff put up 4 owl boxes and eliminated a lot of gophers. Staff has not seen any owls yet, but they have really knocked out all of the rodent problems. The owl boxes were built on a 4 foot deep concrete base with rebar. The pole is adjustable for maintenance.
- h. Lee finished the inspections on all of the playgrounds with SISC and asbestos monitoring. SISC recommended removing some of the playground equipment. The issues were brought up to the board. One issue is no fall protection. One will be taken down and will become part of the FFA program with siding for a chicken coup. The swing set did not meet fall protection and was too close to the fence.

New Business

THE FOLLOWING ITEMS WERE APPROVED FOR PURCHASE BY THE SAFETY COMMITTEE BY VOTE

a. Tall Back Chair w/Neck Support and Adjustable Height Arms	\$434.00
b. Workrite Document Holder Heavy Duty	\$109.00
c. Connectable Cable Protector for CUHS Cafeteria	\$78.10

The Safety Committee received the Trader Joe’s and Target Gift Cards from SIPE. They were given to Carrol Adams to distribute for the incentive program

The Committee discussed placing the Safety Concern/Suggestion form on the CUSD Website. Garth stated that there needs to be a mechanism for safety concerns to be reported. He also suggested that we add a link to the SIPE website for online reporting. Per Garth, the safety concerns/suggestions should come to the committee for review, and we should be reviewing hazards and asking for input from employees. If we want the form customized, Cheryl can put the district logo on it. Sarah requested that the District Office put the new form with SIPE’s link on our website.

SIPE – Review of Fiscal Year Claim Summary – Per Garth, there were 2 claims last year and the total spent this period is \$2,643.55 – direct costs that have been paid to attorneys, medical supplies, etc. Double that cost for real cost. He added that almost 10 years ago our claims were ½ million.

Safety Incentive Program

Emailed Updated Safety Incentive Programs Flyer to all Staff

WINNERS

Train to win - Marcia Betrue,

Clean Workspace - Victoria McConnell, nominated by Carrol Adams

Caught in the Act - David Bidwell, nominated by Carrol Adams

Risk Management/SIPE Report

- a. District interested in having a “Bully” program. Per Carrie, we already have a good program.
- b. Lee – Shared how to prepare for El Nino. Carroll inquired if this information was given out to everyone or just to the school district. Per Garth, the information was mostly given to the district.

- c. A couple people are due for recertification for fork lift operation.

Accidents or Near Hit Misses

- a. Students – Football player broke his ankle running onto the field. He slipped on the concrete.

One student is on crutches from a bad bruise due to football.

- b. Staff – No injuries.

Drills, Emergency Preparedness, Programs and Written Procedures

- a. September 24th – Per Carrie, there will be a Fire Drill at CUHS and site evacuation. We will convene at the Vets hall to turn around. The Grammar School is also having an evacuation with the help of the Sherriff's dept. Per Lee , we are participating in October Shake Out drills as well.

Next Meeting: October 20th, 2015 – Support Services – Maintenance & Operations Bldg.

Adjournment – 4:05 PM