

COAST UNIFIED SCHOOL DISTRICT SAFETY COMMITTEE

NOVEMBER 12, 2015

The meeting was called to order by Lee Wight, Safety Coordinator.

Present

Annie Lachance
Carrol Adams
Sarah Joller
Lee Wight
Sally Thompson
Grant Phillips
Garth Maijala
Mike Lant
Mary Stenbeck

Absent

Carrie Brown

The Minutes from the October 20th, 2015, meeting were approved. A motion was made by Annie Lachance to approve the minutes, and seconded by Carrol Adams. The minutes were approved by member vote.

<u>Budget Report</u>	BEGIN BALANCE	EXPENSE	BALANCE
Credit Funds	\$ 1,394.00	\$ 000.00	\$ 1,394.00
Discretionary Funds	\$ 2,576.73	\$ 623.27	\$ 1,953.46
Premium Rebate	\$ 6,218.00	\$ 778.60	\$ 5,439.40
Grant Fund	\$ 0,000.00	\$ 000.00	\$ 000.00
District Match	<u>\$ 5,165.24</u>	<u>\$ 71.93</u>	<u>\$ 5,093.31</u>
Balances	\$15,353.97	\$ 1,473.80	\$13,880.17

Budget Expenditures

Current Expenses	\$ 664.48
Previous Expenses	\$ 809.32
Year to Date Expenses	<hr/> \$ 1,473.80

Old Business

- a. Funding Requests
 - i. School Site: All – Skyscraper (Model 21) and Classic Ladder (Type 1A) – Committee Members Decided Priority Level 2
 - ii. School Site: CUHS – Aluminum Stock Trailer for Ag Department – Not Approved by committee Members
 - iii. School Site: CUHS – Full-Height Safety Cabinet for Flammable Acids and Corrosives – Lee checked out the Cabinet at Leffingwell High School, and it is too small. Committee Members Decided Priority 1
- b. Lockdown/First Aid Kits for all Classrooms at CUHS. Premium Kit vs. Portable Classroom Survival Kit for Main Office – Lee/Sarah have been working on getting a quote for all of the sites.

New Business

- a. Update on Safety Related Projects – Annie, Lee, and the architect met last week. Barn issues – paint contains lead and is starting to flake off. Barn also has termite damage and wood rot. Lee is looking at the costs to repair/remove the lead paint or tearing down the existing structure. Lee received a bid for replacement –\$ 250,000. The new one is bigger and can be used by students. The existing barn does not meet earthquake codes and cannot be used by students.

Five portable classrooms have to go. They were put in in the 1960's. Lee had a conference call with DSA, and he asked what our options were, and they laughed. DSA was asked if Transportation could keep their portable classroom. DSA stated that Transportation could stay if a 10 foot fence is constructed around the classroom or as high as the walls are. Signage stating "No Students Allowed" would be required. However, 10 feet of fencing would go into the driveway, so we need to relocate the Transportation office to possibly the Bronco room. It is a big safety project! Demo buildings and buy new portables. Summer will be busy!

- b. New Funding Requests
 - i. School Site: DO – Ergonomic Workstation for Kathy Barnes – Annie stated that the amount was really high. Garth stated that he thinks that we have opened Pandora's box regarding purchasing sit/stand desks. He suggested that we require a doctor's note and another help would be that the dept. pays 1/2 to prevent from using the entire grant on desks. Something to consider... Garth also mentioned that people are buying their own desks at cuesta, and they are not taking into consideration the keyboard tray.
 - ii. School Site: SLMS – New Desk for Kendra Simmons – We will wait for Garth's evaluation. Garth inquired if she has everything she needs to safely use a laptop?
 - iii. School Site: CUHS – Installation of a UL 300 Compliant Kitchen Hood Fire Suppression System. - Per Garth, it will not be covered under the grant. – He suggested that ½ of the funding come from cafeteria and the other ½ from Safety Committee funding. Annie motion, Mary seconded.
 - iv. School Site: CGS – Ergonomic Desk Chair for School Nurse who has Scoliosis – Members decided Priority Level 3
 - v. School Site: CGS – Emergency Backpacks, Safety Helmet, and Emergency Vest – Not funded through Grant Funding. This can come out of District Match Funds – Lee/Sarah to obtain quote and committee will vote for approval
 - vi. School Site: CGS – CPR Resuscitator Mask – Adult & Child for Each - Not funded through Grant Funding. This can come out of District Match Funds – Lee/Sarah to obtain quote and committee will vote for approval
 - vii. Match Funds – Vote for Approval
 - viii. School Sites: CGS, SLMS, & CUHS – Replace Disaster First Aid Bags & Contents – Not funded through Grant Funding. This can come out of District Match Funds – Lee/Sarah to obtain quote and committee will vote for approval

Garth suggested that Lee submit for a basketball winch under the Grant based on previous cost. The committee agreed.

The committee tabled the first aid, etc., until Lee/Sarah can get a quote for all sites.

Safety Incentive Program

Caught in the Act – Kathy Barnes, nominated by Carolyn Meadows
Clean Workspace – Mona McAvoy, nominated by Vicki Mobley
On-line Training – Mary Stenbeck

Accidents or Near Hit Misses

Students – No Injuries
Staff – No Injuries

Drills, Emergency Preparedness, Programs and Written Procedures

- c. Evacuation Drill at CUHS – November 5th – The drill went much better than the previous drill. Lee put up signage with room numbers for each evacuation site. Thanks to Carrol for stepping up! Carrol was grateful that it went better!

Next Meeting: December 15, 2015 – Support Services – Maintenance & Operations Bldg.

Adjournment 4:02 PM – Carrol motioned to adjourn, Annie seconded.