

COAST UNIFIED SCHOOL DISTRICT SAFETY COMMITTEE

AGENDA FEBRUARY 16, 2016

1. Call Meeting to Order

2. Roll Call

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

3. Approval of Meeting Minutes from January 19, 2016

4.

<u>Budget Report</u>	BEGINNING BALANCE	EXPENSE	BALANCE
Credit Funds	\$1,394.00	\$000.00	\$1,394.00
Discretionary Funds	\$2,576.73	\$893.89	\$1,682.84
Premium Rebate	\$6,218.00	\$921.56	\$5,296.44
Grant Fund	\$0,000.00	\$000.00	\$000.00
District Match	<u>\$5,165.24</u>	<u>\$2,175.63</u>	<u>\$2,989.61</u>
Balances	\$15,353.97	\$3,991.08	\$11,362.89

5.

Budget Expenditures

Current Expenses	\$2,517.28
Previous Expenses	<u>\$1,473.80</u>
Year to Date Expenses	\$3,991.08

6. Old Business

a. Quotes Approved by Committee

- i. More Prepared - Classroom Lockdown Kits - Standard, qty-51, for all Sites, Price-\$2,061.29 – **Delivered to Sites**
- ii. Safety Max - Red Backpacks and Safety Vests, CGS, SLMS, Price-\$50.25 – **Delivered to Sites**
- iii. School Nurse Supply, Inc. - CPR Resuscitator Masks and Nursing Supplies, for all sites, Price-\$2,508.89 –**Delivered to Sites - A couple of items were missing and Sarah sent Mona at the DO an email requesting that the DO follow up on missing items in the order.**
- iv. Safety Max -One Red Backpack, CGS, Price-\$16.45 - **Delivered to Site**
- v. McMaster-Carr -Three Megaphones, CGS, LHS, CUHS, Price-\$203.79 - **Delivered to Sites**

b. Quotes Requested for Office Chairs & Keyboard Trays

- i. Tri County Office Furniture
- ii. EC West
- iii. Russco
- iv. Sierra School Equipment Company

Work in progress - Need to meet with Lee and Annie to decide what action to take based on information received to date.

7. New Business

- a. Request for Funding from CUHS for Handcart for Office, Price - \$390.13
- b. Experience Modification Factor
- c. SIPE Fiscal Year Claim Summary
- d. Countywide SIPE Workshop, March 18th
- e. SIPE Safety Grant:
 - i. Safety Flammable Acid Cabinet, CUHS - **Delivered to Site and Installed**
 - ii. Electric Backstop Winch, SLMS - **Delivered to Site but not Installed**
 - iii. Ladders for Uneven Surfaces, All Sites, **Delivered to M&O**
 - iv. Desk/Workstation, Kendra Simmons, **Delivered to Site and Installed**

8. Safety Incentive Program

- a. Emailed Safety Incentive Programs Flyer to all Staff
- b. Emailed Monthly Safety Topic w/SIPE Quiz
- c. Drawing

9. Accidents or Near Hit Misses

Students – 4 Injuries CUHS

- Student running in the Gym and bumped into another student causing her to lose balance and twist her ankle
- Soccer collided with another soccer player on opposing team
- Student playing basketball and sprained ankle
- Student playing soccer and was kicked by an opposing player going for the ball

Staff – None

10. Drills, Emergency Preparedness, Programs and Written Procedures

- a. LHS Fire Drill – Completed on January 26, 2016

11. Next Meeting: March 18th, 2016 – Support Services – Maintenance & Operations Bldg.

12. Adjournment