

COAST UNIFIED SCHOOL DISTRICT SAFETY COMMITTEE

AGENDA MARCH 18, 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 February 16, 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	\$4,799.05	\$4,799.05	\$000.00
District Match	<u>\$5,165.24</u>	<u>\$4,988.56</u>	<u>\$176.68</u>
Balances	\$20,153.02	\$11,603.06	\$8,549.96

5.

Budget Expenditures

Current Expenses	\$7,611.98
Previous Expenses	\$3,991.08
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Year to Date Expenses	\$11,603.06

Changes to Budget

District Match \$53.53 – Backpacks and Safety Vests for CGS and SLMS from Safety Max
 \$233.42 – Megaphones for CGS/LHS/CUHS from McMaster-Carr
 \$2,508.78 – Emergency Nursing Supplies for all Sites from School Nurse Supply
 \$17.20 – Additional Backpack for CGS from Safety Max
Grant Fund \$4,799.05 - See Previous Minutes for Breakdown of Purchases

6. Old Business

- a. Quotes Approved by Committee
 - i. School Nurse Supply, Inc. - CPR Resuscitator Masks and Nursing Supplies, for all sites, Price-\$2,508.89 –**Missing items were delivered to CGS**
- b. Quotes Requested for Office Chairs & Keyboard Trays
 - i. Tri County Office Furniture – **Received Quote**
 - ii. EC West – **Received Quote**
 - iii. Russco – **Will not be using this vendor**
 - iv. Sierra School Equipment Company – **Will not be using this vendor**
- c. Request for Funding from CUHS for Handcart for Office, Price - \$390.13 – **Ordered - Handcart - On Back-order**
- d. SIPE Safety Grant:
 - i. Electric Backstop Winch, SLMS - **Delivered to Site to be Installed over Summer**

7. New Business
 - a. Committee Vote to Choose Vendor for Chairs/Keyboard Trays
 - b. Committee Vote for Chair/Keyboard Tray at LHS for Sarah Joller based on SIPE Workstation Evaluation
 - c. Committee Vote for Mats for CUHS Gym - Thom Holt

8. Safety Incentive Program
 - a. Emailed Safety Incentive Programs Flyer to all Staff
 - b. Emailed Monthly Safety Topic w/SIPE Quiz – Winner: Kathy Barnes
 - c. Emailed Winter Safety Newsletter
 - d. Drawing

9. Accidents or Near Hit Misses
 - Students – 2 Injuries - CUHS/LHS
 - Student running through CUHS Quad, not looking where he was going, ran into a rock and injured his chin
 - Student playing volleyball at LHS rolled ankle, student went to doctor, sprained ankle
 - Staff – Employee pulled muscle while working on the lights at the DO

10. Drills, Emergency Preparedness, Programs and Written Procedures
 - a. CPR Recertification Scheduled for April 28th at 3:30 pm at the CUHS Library - Training to be provided by Mike Bruffey with SIPE
 - b. District Wide Emergency Preparedness Drill -Date TBD

11. Hazardous Condition Report
 - a. Uneven blacktop in the maintenance shop area and potholes at the DO will be repaired using SISC funds
 - b. Installing speed bump at CUHS to reduce driving speed on campus

12. Next Meeting: April 19th, 2016 – Support Services – Maintenance & Operations Bldg.

13. Adjournment