

**COAST UNIFIED SCHOOL DISTRICT SAFETY COMMITTEE**

**AGENDA APRIL 19, 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 March 18, 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	\$0.00
Previous Expenses	\$11,603.06
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Year to Date Expenses	\$11,603.06

**Changes to Budget**

No Changes this period

6. Old Business

- a. Request for Funding from CUHS for Handcart for Office, Price - \$390.13 – **Delivered to Site**
- b. Committee Vote to Choose Vendor for Chairs/Keyboard Trays - **Committee Selected Tri County Office Furniture**
- c. Committee Vote for Chair/Keyboard Tray at LHS for Sarah Joller based on SIPE Workstation Evaluation - **Approved and Ordered by the District Office**
- d. Committee Vote for Mats for CUHS Gym - Thom Holt - **Request to be Revisited - Committee Wants More Information Regarding Location of Mats at CUHS Gym**

7. New Business

- a. Humanscale, Ergonomic Products Manufacturer, Delivered 2 Chairs and 2 Keyboard Trays for M&O to have Onsite for Staff to Choose from (**for Free!**)
- b. Committee Vote for 2 Chairs (Liberty Chair \$508.73 x 2 = **\$1,017.46**)/2 Keyboard Trays (Big Platform \$160.31 x 2 = **\$320.62**) at SLMS/CUHS for **Lisette Mendoza** based on SIPE Workstation Evaluation

- c. Committee Vote for Chair (Freedom Task Chair **\$501.50**)/Keyboard Tray (Standard w/Mouse Platform **\$162.00**)/Sit to Stand Desk (Quickstand Light **\$424.50**) at CGS for **Lisa Stevens** based on SIPE Workstation Evaluation and Note from Doctor
  - d. Committee Vote - Mats for CUHS Gym (\$120 x 4 = **\$480**) - **Thom Holt**
  - e. Committee Vote - Post Agenda/Meeting Minutes on Website **OR** More Elaborate Safety Page - Templeton Unified School District
    - Who will see it? Employees only?
    - Where do we want it posted? Under Human Resources?
  - f. Thank You Card from Patti Stroh
8. Safety Incentive Program
- a. Emailed Safety Incentive Programs Flyer to all Staff
  - b. Emailed Monthly Safety Topic w/SIPE Quiz – Winner: Lisette Mendoza
  - c. Emailed Spring Safety Newsletter
  - d. Drawing
9. Accidents or Near Hit Misses
- Students – 3 Injuries - CUHS
- Student attempted to jump over a 3 ft. concrete wall and landed on soft grass with his left leg landing heel first. His body went forward and his leg backwards.
  - Student playing tennis took a quick step which triggered pain to shoot up from his left hip and then throughout his lower back. Since the incident he can't sit down for long.
  - Student was swinging a tennis racquet erratically and hit himself in the face
- Staff – 2 Injuries – CUHS
- Food Service Worker tripped over milk crate
  - Food Service Worker bent down in the garden and felt pain in their back
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 –**Lee is waiting to hear back from Bob Watt and Jonathan Sison for a good date and time.**
  - c. Fire Drill at LHS, April 20th at 10:00 am
11. Hazardous Condition Report
- a. Collected and turned in all of the district's paint to be recycled.
12. Next Meeting (Final Meeting for 2015-16 School Year): May 17th, 2016 – Support Services – Maintenance & Operations Bldg.
13. Adjournment