

**COAST UNIFIED SCHOOL DISTRICT SAFETY COMMITTEE**

**AGENDA SEPTEMBER 27, 2016**

1. Call Meeting to Order

2. Roll Call

Carrie Brown	_____	Annie Lachance	_____
Carrol Adams	_____	Lee Wight	_____
Sarah Appel	_____	Mike Lant	_____
Mary Stenbeck	_____	Garth Maijala	_____
Grant Phillips	_____	Christina Lawson	_____

3. Approval of Meeting Minutes from May 17, 2016

4. Presentation by Lee Wight - Summer Projects

5.

**Budget Report**

	BEGINNING BALANCE	EXPECTED REVENUES 2016-2017	EXPENSE	ENDING BALANCE
Credit Funds	\$1,394.00	\$1,394.00	\$424.59	\$2,363.41
Discretionary Funds	\$1,356.96	\$2,000.00	\$000.00	\$3,356.96
Premium Rebate	\$6,761.70	\$6,590.00	\$4,575.41	\$8,776.29
Grant Fund	\$0,000.00	TBD	\$000.00	\$000.00
District Match	<u>\$44.76</u>	<u>\$4,594.00</u>	<u>\$000.00</u>	<u>\$4,638.76</u>
Balances	\$9,557.42	\$14,578.00	\$5,000.00	\$19,135.42

6.

Budget Expenditures

Current Expenses	\$5,000.00
Previous Expenses	\$000.00
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Year to Date Expenses	\$5,000.00

**Changes to Budget**

Premium Rebate – Concrete Work over Summer for SLMS/CUHS to Prevent Tripping Hazards, \$4,575.41

Credit Funds - Concrete Work over Summer for SLMS/CUHS to Prevent Tripping Hazards, \$424.59

7. Old Business

- a. 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 – **Delivered and Installed**
- b. Committee Vote for Chair (Freedom Task Chair **\$501.50**)/Keyboard Tray (Standard w/Mouse Platform **\$162.00**) - **Delivered and Installed** /Sit to Stand Desk (Quickstand Light **\$424.50**) at CGS for **Lisa Stevens** based on SIPE Workstation Evaluation and Note from Doctor – **Installed and Removed by M&O Staff. Lisa did not like the product because it took too much of her office space. Garth with SIPE is scheduled to meet with her on 9/28 at CGS to re-visit her work station and come up with a better plan.**

- c. Committee Vote - Mats for CUHS Gym (\$120 x 4 = **\$480**) - **Thom Holt – Delivered**
  - d. Committee Vote - Post Agenda/Meeting Minutes on Website – **Meeting Minutes and Agenda are now Posted on the CUSD Website with the help of Patti Stroh.**
  - e. Committee Vote for Storage Bags to Store Emergency Medical Supplies for CGS/SLMS/CUHS/LHS (Approximate Cost **\$25.00**) – **Delivered**
  - f. Committee Vote for Concrete Work over summer at SLMS/CUHS to Prevent Tripping Hazards – Budget Not to Exceed \$5,000 – **Work Completed**
8. New Business
- a. District Safety Incentive Gift Cards for 2016-2017 Given to Carrol Adams
  - b. Grant Program – Sarah Emailed Applications, Due Date 10/31, Vote 11/15
  - c. CPR - Working with Thom Holt to get Training Scheduled for Coaches/Staff
  - d. Committee Vote – Crowd Control Barriers
9. Safety Incentive Program
- a. Emailed Safety Incentive Programs Flyer to all Staff
  - b. Emailed Monthly Safety Topic w/SIPE Quiz – **Winner: Marcia Betrue**
  - c. Drawing
10. Accidents or Near Hit Misses
- Students – 3 Injuries - CUHS
- Student’s Iliopsoas gets tight with exercise and gets worse over time
  - Student was at an away game in Nipomo and turned knee during game
  - Student hit hard on a play. Shoulder hurt, and he complained about his neck hurting. He looked dehydrated. Paramedics were called.
- Staff – 3 Injuries
- Grounds – Employee walked into portable AC unit and hit his head. He is back to work with no issues.
  - Maintenance – Employee working with jack hammer. Jack Hammer bit his toe and broke it.
  - Maintenance – Employee dropped a lift on his foot causing bruising. No restrictions and back to work.
11. Drills, Emergency Preparedness, Programs and Written Procedures
- a. Bus Evacuation Drill was done September 27th for CUHS/LHS/SLMS
  - b. Fire Evacuation Drill was done September 27th at LHS
12. Hazardous Condition Report
- a. Grounds Staff Changed from Gas Blowers to Electric Blowers for Safe Storage
  - b. CUHS – Broken Water Box behind Gym. Work Order Completed. Cone Placed for Safety.
13. Next Meeting - October 25th at 3:30 pm – Support Services – Maintenance & Operations Bldg.
14. Adjournment