

COAST UNIFIED SCHOOL DISTRICT SAFETY COMMITTEE

AGENDA DECEMBER 15, 2015

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 November 12, 2015

4. Budget Report	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

5. Budget Expenditures

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

6. Old Business

a. Funding Requests

- i. School Site: All – Skyscraper (Model 21) and Classic Ladder (Type 1A) – Grant Application Submitted December 1st, 2015
- ii. School Site: CUHS – Full-Height Safety Cabinet for Flammable Acids and Corrosives – Grant Application Submitted December 1st, 2015
- iii. School Site: DO – Ergonomic Workstation for Kathy Barnes - Not Approved/Not Submitted
- iv. School Site: SLMS – New Desk for Kendra Simmons - Garth completed the worksite evaluation, and the Grant Application was Submitted December 1st, 2015
- v. School Site: CUHS – Installation of a UL 300 Compliant Kitchen Hood Fire Suppression System - Not Approved/Not Submitted
- vi. School Site: CGS – Ergonomic Desk Chair for School Nurse who has Scoliosis - Desk Chair did not Qualify for Grant Funding (value less than \$500). Since members approved purchase, Sarah submitted a purchase requisition for chair using Premium Rebate funds.
- vii. School Site: CGS – Emergency Backpacks, Safety Helmet, and Emergency Vest – District Match Funds – Sarah obtained quote from vendor

- viii. School Site: CGS – CPR Resuscitator Mask – Adult & Child for Each Classroom – District Match Funds – Sarah obtained quote from vendor
- ix. Lockdown/First Aid Kits for all Classrooms at CUHS. Lee/Sarah went to all sites and determined what was missing or needed replacing. Sarah obtained quote from vendor.

7. New Business

- a. Presentation by Craig Ufferheide from Cambria CERT
- b. Quotes for Committee Vote
 - i. More Prepared - Classroom Lockdown Kits - Standard, qty-51, for all Sites, Price-\$2,061.29
 - ii. McMaster-Carr - Hard Hats, qty-3, CGS, SLMS, CUHS, Price-\$30.18
 - iii. Safety Max - Red Backpacks and Safety Vests, CGS, SLMS, Price-\$50.25
 - iv. School Nurse Supply, Inc. - CPR Resuscitator Masks and Nursing Supplies, for all sites, Price-\$2,508.89
 - v. Mid-Coast Fire Protection - Design, Engineer and Install New Kitchen Fire Suppression System, CUHS Kitchen, Price-\$3,450.00

8. Safety Incentive Program

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

9. Accidents or Near Hit Misses

- Students – No Injuries
- Staff – Maintenance injury from lifting a box

10. Drills, Emergency Preparedness, Programs and Written Procedures

- a. District wide safety inspection will be completed by the end of December

11. Next Meeting: January 19, 2016 – Support Services – Maintenance & Operations Bldg.

12. Adjournment – 4:00 PM