

## COAST UNIFIED SCHOOL DISTRICT SAFETY COMMITTEE

### MEETING MINUTES OCTOBER 25, 2016

Meeting called to order.

#### **Present**

Carrie Brown  
Carrol Adams  
Patti Stroh  
Mary Stenbeck  
Grant Phillips  
Lee Wight  
Mike Lant  
Christina Lawson

#### **Absent**

Annie Lachance  
Garth Maijala

**Minutes** from the September 27, 2016; motion made by Carrol Adams, seconded by Carrie Brown, approved by member vote.

#### **Budget Report**

No report.

#### **Old Business**

- a. Lee reported Garth from SIPE came to work with Lisa on a better desk configuration.
- b. Grant Program deadline is October 31. One request to date has been submitted: Carrie Brown requested funding for an LED solar lighting tower to provide lighting for staff when they arrive at the bus yard. Estimate is \$17,834. The group discussed possible funding sources including asking the district to fund all/portion. Carrie will discuss with Annie.  
Christina mentioned need for tables and chairs for cafeteria; will submit paperwork prior to deadline.
- c. CPR Training: Thom has not submitted a date yet.
- d. Crown Control Barriers. Lee presented several options to be part of the emergency trailer equipment. Could be used at command centers in case of emergency evacuation. The group preferred the metal expandable fence option. Lee will look into pricing.

#### **New Business**

- a. Lee said the new Account Clerk 2, Bonnie Davis, has been hired; will start in approximately one month.
- b. Carrie presented her request for portable LED solar lighting tower (see "*Old Business b.*" above).
- c. Lee explained Scott Ferguson wants to put in parking permit signs at the high school. Sign mock-up distributed.

d. Lee updated the group on the National Safety Conference he attended earlier this month.

**Safety Incentive Program**

No responses received

**Drawing Winners**

Clean Workspace: Hilary Walters, nominated by Carrol Adams

Caught in the Act: Jonathan Mattson, nominated by Carrol Adams

Online Training: Carrol Adams

**Accident or Near Hit Misses**

Staff: 0

Students: 2 injuries at CUHS

- Broken thumb/hand due to “horsing around”
- Trip and fall

**Drills, Emergency Preparedness, Programs and Written Procedures**

All sites, with the exception of Santa Lucia, participated in the Great California ShakeOut on October 20. Santa Lucia did their drill earlier in the month. Both drills went well.

**Hazardous Condition Report**

None

**Next Meeting:** November 15 at 3:30pm, Support Services M&O Building

**Adjournment:** 3:55pm on a motion made/seconded by Adams/Stenbeck