

**COAST UNIFIED SCHOOL DISTRICT  
SAFETY COMMITTEE MEETING AGENDA  
JANUARY 19, 2021**

**1. Call Meeting to Order**

**2. Roll Call**

Don Adams _____	Rachel German _____
Christie Cosme _____	Lindsay Harrod _____
Annie Lachance _____	Jan Boughter _____
SIPE Rep. _____	Sarah Johnston _____

**3. Approval of Meeting Minutes from November 17, 2020**

**4. Budget Report**

	<b>BEGINNING BALANCE</b>	<b>CURRENT REVENUE</b>	<b>EXPENSE</b>	<b>ENCUMBERED</b>	<b>ENDING BALANCE</b>
Grant Fund - 0066	\$-6.20	\$0.00	\$1,448.61	\$2,970.83	\$-4,425.64
Premium Rebate - 0071	\$13,708.21	\$4,500.00	\$3,821.43	\$0.00	\$14,386.78
District Match - 0072	\$1,128.04	\$4,980.00	\$1,061.78	\$0.00	\$5,046.26
Credit Funds - 0073	\$2,447.25	\$1,075.00	\$0.00	\$0.00	\$3,522.25
Disc. Funds - 0073-0074	\$-1,162.90	\$2,000.00	\$381.14	\$0.00	\$455.96
<b>Balances</b>	<b>\$16,114.40</b>	<b>\$12,555.00</b>	<b>\$6,712.96</b>	<b>\$2,970.83</b>	<b>\$18,985.61</b>

**Budget Expenditures**

Current Expenses	Height Adjustable Desks for J. Boughter / J.Sassaman	0066	\$1,448.61
Encumbrances	Cordless Electrostatic Backpack Sprayers – M.O.T.	0066	\$2,970.83
Gift Cards	None		

**Rebate / Credit / Discretionary Funding**

**5. Old Business**

- a. Approved items for Grant Program
  1. 2 – Victory Innovations Electrostatic Backpack Sprayer
  2. 2 – Adjustable Height Desk

Total Approved 2020 – 2021 = \$4,557.93
- b. Received both Electrostatic Sprayers and both are in use to disinfect areas of school sites which have been in use.
- c. Safety Website is currently in process. Please take a look and provide input / suggestions.

- d. Safety Incentive Flyer sent out via email district wide providing information on incentive programs.
- e. New Safety Logo – Follow up with committee members. Are there any students interested in designing the logo?

**6. New Business**

- a. Safety Newsletter Deadline – April 1, 2021
  - 1. Ideas / Suggestions for content please send to Christie.
- b. Claims Data for December 2020

**7. Funding Requests**

- a. M.O.T. - 3,300 lb. 15D Scissor Lift Pallet Truck – Total Cost \$1,067.99  
This equipment will enable personnel to move pallets from one location to another without Having to unload the pallet. It also lifts a pallet to waist height so personnel don't have to bend over to unload the pallet, thereby, reducing potential back injuries.

**8. Safety Incentive Program**

- a. Emailed Monthly Safety Topic and Safety Quiz to Certificated/Classified/Admin. Personnel
- b. Drawings
  - 1A. Safety Concern / Suggestion: None received
  - 2A. Caught-In-The-Act: No nominations received
  - 2B. Nominated By: No nominations received
  - 3. SIPE Monthly Safety Quiz:
    - a. November – Kathy Barnes – District Office
    - b. December – Sigrid Castaneda – CUHS
  - 4. Online Trainings:
    - a.
    - b.
    - c.
  - 5. Quarterly Certificates of Completion: **Winner will be selected at February meeting**

**9. Accidents or Near Hit Misses**

- a. Students: No accidents reported
- b. Staff:
  - 1. MOT Employee got debris in his eye from a tree branch. Report only.
  - 2. Administrator slipped on a hillside and twisted ankle. Report only.

**10. Emergency Preparedness, Programs and Written Procedures, Evacuation and Fire Drills**

- a. None

**11. Hazard Identification, Evaluation, and Control**

- a. Annual Site Safety Inspections completed by Don Adams
- b. Follow-up to Fire Inspection completed by Don Adams and Fire Department

**12. Next Meeting Date**

February 16, 2021

**13. Adjournment**