



**OAK GROVE SCHOOL DISTRICT
SAFETY COMMITTEE MINUTES
OCTOBER 23, 2017**

In attendance:

Fred Dickey
Oscar Ortiz
Sylvia Alvarez
Neil Rauschhuber
Colleen Fanciullo
Anthony Valdez
Yolanda Jauregui
Martha Prado
Ruth Martin

Neil called the meeting to order at 3:05 p.m. August minutes were distributed and approved. Yolanda will post on the internet.

Neil discussed the purpose of the committee. He reminded everyone the meeting was to discuss safety issues and concerns.

Committee Reports:

Karen Lemm went her report for Risk Management for September:

There were 12 accidents. 4 were preventable. The committee discussed preventative measures that could be taken to reduce similar incident.

Mariane Pham reported absent. No report given.

Fred reported out for M&O:

Site maps are finished. Fred has only had corrections for Davis and DO. They are currently working on them. Maps will be placed in the SB187. Colleen added maps and ICS chart to her training.

M&O had the second quarter training session on November 21, 2017. The topics are Asbestos, Lead, OCB, IAQ, Confined Spaces, Storm Water, Ladder, Slip Trips and Falls including roof access, Back and Safe Lifting and Handbooks. The makeup session for July 11th will follow.

Vehicle accident – Van backing up into building. Minor damage

Flip Charts – New flip charts needed. Ruth will research. She does not believe she has an order request in from anyone. Colleen reminded her the Emergency Contact page should be changed to reflect the updated information.

Red Straps – We need to order additional straps. Fred is still receiving requests and we are out.

Fred explained the spraying procedure and protocol. The Grounds staff have been trained under the DPR/HSA requirement. Class #101 and #102 were completed. Certificates were given out. Posting is always completed 24 hours before and 72 after when spraying. Spraying will only be when kids are not present.

Anthony reported for Custodial and Transportation:

- They had 2 bus accidents with little damage. One was avoidable. The other incident was the bus being hit from behind.
- Custodial has the same training mentioned under M&O.

Site Liaison report was given by Martha Prado.

Val Wood had emailed her concerns. The committee went through each bullet point. Neil stated again the purpose of the committee is to review safety concerns. There are other venues for the other concerns.

Who is responsible for purchasing ARC items?

Ruth stated Purchasing replaces disposable items. Other items such as tents, radios, etc. are a one time purchase. If the site misplaces them, it would be the site responsibility.

What should be in the red backpack? Who pays?

A list was developed last year. Colleen will forward it to Ruth.

Sites are responsible for replacements.

What about classroom bins? What goes in them and who pays?

This is a site project. It would be the site.

Where do we get additional red straps?

Fred is issuing them. A request should be placed.

Frost has a drippy AC unit.

This is a work order. Not a safety issue.

Sakamoto's blacktop is crumbling along new fence line. Students are getting injured.

Fred will note that on the punch list. The walk through is on Thursday.

The student injury report will be reviewed for injuries.

What is our legal obligations to provide rations?

We assume we are talking about emergency supplies. This should be a site project for food. Sites should have the barrels for water. Water should be replaced when expired. Someone needs to be responsible for checking the water annually.

Neil reported out on the 5 year plan:

The EOC, ICS and lockdown are continually being worked on. The Great Shake Out went well. Oscar complimented the new radios. This is the first time we have been able to contact each site with no difficulty. Fred stated he was pleased.

Neil thanked Anthony and Fred for all their hard work on the Great Shake Out. Next year their teams will not preset up. The drill will be run as if it is a true emergency. Staff will be assigned by the Staffing Officer to set up tents, latrine, etc.

The emergency bus worked great. The question is: What if Anthony is not on site? Who else can drive the bus around? Fred stated he will get his license. Anthony said he was truly dedicated to the District. He stated he would do whatever needed for the good of the District.

The DO emergency preparedness training is scheduled for December 12th at 10:30 for A-M and 11:30 for N – Z.

The CNS and Warehouse Handbook are pending. The Warehouse is currently with HR. CNS is with Laura.

Meeting was adjourned at 3:45 pm

The next meeting will be November 27, 2017 at 3:00pm.