



**OAK GROVE SCHOOL DISTRICT**  
**SAFETY COMMITTEE MINUTES**  
**April 15, 2019**

In attendance:

Oscar Ortiz  
James Moreno  
Fred Dickey  
Val Wood  
Sylvia Alvarez  
Terri Anaya  
Veronica Navarro  
Van Nguyen  
Colleen Fanciullo

Oscar called the meeting to order at 3:05 p.m. March minutes were approved for posting. There was one edit. Colleen will fix and resubmit for posting.

Committee Reports:

Risk Management

Veronica gave the Worker Compensation report. There were 10 incidents for March and 1 for April. 9 were preventable. Employees need to slow down and be more careful. Two incidents involved tripping over sand bags from the rain. James removed the sand bags. James also reported there was a near miss incident involving raised concrete. James grinded down the area. James will also research the broken door that was mentioned in the report. The committee agreed there were no other actions needed to prevent further injuries.

Mariane Pham – Student Accidents

Mariane emailed the student incident reports. There were 14 incidents during the PE and recess period. Most incidents appeared to be unintentional. 2 incidents were behavior issues.

Bernal had an explosion incident on 3/26/2019. 2 students reported ear ringing. The student involved with the explosion is currently going through the disciplinary process.

The committee agreed there were no other actions needed to prevent further injuries.

James and Van reported out for M&O, Custodial and Transportation

The next quarterly training will be April 23<sup>rd</sup>.

Van reported advanced fuel shut down procedure training was conducted today with management, mechanics and office staff.

All else is good.

Fred reported out for Operations

During the last drill, it was noted the Print Shop, CNS and old M&O area cannot hear the fire alarm. Fred is working with Bay Alarm to fix the concern.

#### Terri Anaya - CNS report

Terri discussed the concern regarding the van driver for the CNS van. He has been trained again by Sam. A conference summary was completed. A few preventable processes have been put in place to prevent further incidents. The pedestrian gate will be opened at 7:15 so people are not walking in the driving area. Cones will be put down while moving the truck through the area.

Terri stated her staff will receive fire extinguisher training this fall. She is waiting for the 2019-2020 schedule to be published so she can set a date.

Terri has a new employee that needs forklift certification. She does not want anyone in the warehouse that is not certified.

#### Site Liaison report: Val Wood

Ruth mentioned the privacy concern by employees in the women's bathroom. There is a 1" gap you can see the person sitting on the toilet. Could a screen be added to cover the gap? Ruth stated Santa Teresa and Hayes are good ones to look at. You can see through the gap as you open the door. James will research.

It was reported black soot is visible at Frost and Indigo. The teachers have a health concern. Is it coming from the HVAC system? Does it contain asbestos? etc. Van stated she was sure it was not from the HVAC system. They are conducting a full investigation to find out the cause of the problem.

Parkview and Del Roble mentioned a concern about moving the Pre K kids to portables and will the appropriate bathrooms be available. The committee discussed the laws and CA Dept. of Ed requirements. It was suggested when moves are made, all the appropriate resources are in the room before a decision is made. Fred mentioned Pre K kids cannot go outside to the restroom. They must have appropriate toilets available in their facility.

#### 5 Year Plan - Oscar

Oscar is hoping to get to all ARCCs by the end of the school year. A plan will be put together after we know more about the state of the ARCCs. This year is Stage 1. Food Water and Warmth. The thoughts so far are:

- Water - Sites have water barrels but they are either filled and not dated or empty. James and Fred stated they can empty the barrels during the summer. Wait until the Water Preserver drops are available. Go back and fill the barrels, date them and put in the drops. The committee stated the Print Shop could make Filled 7/2019 Refill 7/2024 signs, laminate them and then the sites would just have to attach them to the barrels.
- Elementary Schools will send home Gallon Ziploc bags with instructions to parents. The committee will purchase Rubbermaid bins after the holiday when they are on sale.
- Middle Schools will receive food bars. It is estimated one site will cost approx. \$2500. That is allowing 1 bar (one day of food) for 3 kids. The thought is 2/3s of the student population will make it home during the day of the earthquake.
- Solar blankets – Most sites have enough. The ratio again is 1/3. There should be one solar blanket for every three students. The thought is 2/3s of the student population will make it home during the day of the earthquake.

Then we will move to Stage 2 regarding medical supplies and latrines.

Newsletter –

The summer newsletter was given as homework. May it will be approved after edits.

The next meeting will be May 13, 2019.

Meeting was adjourned at 4:00 pm