



OAK GROVE SCHOOL DISTRICT
SAFETY COMMITTEE MINUTES
January 14, 2019

In attendance:

Oscar Ortiz
Fred Dickey
James Moreno
Ruth Martin
Val Wood
Kris Kamandulis
Laura Stricker
Terri Anaya
Sylvia Alvarez
Veronica Navarro
Van Nguyen

Oscar called the meeting to order at 3:04 p.m. December minutes were approved for posting.

Introductions were made around the table. Welcome Veronica and Van.

Committee Reports:

Risk Management

Sylvia reported out for Worker Compensation incidents. There were 31 injuries from October 2018. A report was handed out and noted which incidents were preventable. Veronica is the new employee that will be recording incidents. Welcome Veronica!!

Sylvia discussed the process of reporting and treating for a Worker Compensation injury to the committee.

Mariane Pham – Student Accidents

Mariane emailed the student incident reports. Most incidents were outside during recess and before and after school. The team discussed if there were any preventable injuries that needed follow up.

Oscar discussed the process for head injuries and follow up.

James reported out for M&O, Custodial and Transportation

There was a near miss injury. A gentleman almost slipped off a ladder. Fred will follow up with a ladder safety talk.

D rings and straps were ordered. M&O is still working on installing the D rings.

Kris mentioned they were holding a training for bus drivers. Kris will send information.

Terri Anaya - CNS

Kitchens have been reorganized. After staff get settled, training sessions will be held.

Terri sent out a memo to principals to include kitchen staff in training.

There have been 3 accidents in kitchens. Terri is following up with the employees to discuss being safe and possible follow up training.

Site Liaison report: Val Wood

Food allotment in kitchens – Terri mentioned the process for the kitchen and distribution of food. Terri went through the new protocol. Val mentioned that the third shift through the lines have little to pick from.

No further report from Val.

Ruth discussed emergency equipment and BASE having access to the equipment in case of an emergency after hours. James stated the standard key fits the locks.

Drills – Oscar

A DO drill schedule was handed out for the rest of the school year.

Arc – Oscar

Colleen and Oscar went to Anderson to look at the ARC. Oscar discussed a plan of assessing the arc at each site. Oscar mentioned a plan to slowly update each arc.

Val mentioned making a blue print what a standardized arc should look like. Home and School Club or parent groups could set up and stock the arc. Val mentioned some sites do not have a safety person.

Survey each site what they need.

James reported 3 arcs could not be opened during the last drill. (Del Roble, Hayes and Herman)

The location of the arc was also discussed. James stated that there are limitations of where you can put the arc.

Oscar reported out on the 5 year plan:

Oscar has scheduled monthly fire drills at the DO. Oscar wants alarms to be pulled. Fred stated there are two pulls. This week it will be Thursday at 1:00 PM. Oscar handed out a schedule to the committee. Oscar mentioned drills will not be announced in the future.

Val mentioned downloading Zello so your phone becomes a walkie talkie.

Val mentioned the District should mandate more than one lockdown drill a year. Oscar will follow up

The next meeting will be February 11, 2019.

Meeting was adjourned at 3:41 pm