



**OAK GROVE SCHOOL DISTRICT**  
**SAFETY COMMITTEE MINUTES**  
**September 16, 2019**

In attendance:

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

Guests: Marailee Sripathi and Lindsey Munoz

Oscar called the meeting to order at 3:05 p.m. The August minutes were approved for posting.

Committee Reports:

District Nurses

Marailee and Lindsey presented information regarding the AEDs at sites. The committee discussed the AED plan published in the Basic First Aid Plan and the IIPP. Colleen will send them both plans. Fred and James discussed the process of checking the AEDs quarterly and recording the information online. The Health Assistants are supposed to check the AEDs and report to James the date and time they were checked. James will update the online system. Heart Ready checks the units annually.

The nurses also discussed cleaning up bodily fluids like vomit. James and Van stated the custodian should be called. They are trained in the process of cleaning, sanitizing and disinfecting.

The question regarding a Santa Clara County outbreak was discussed. The sites monitor the absences to determine if there is an "outbreak". Custodians know how to clean and disinfect for normal absences. During an outbreak Van would be notified. Van said they have a disinfectant machine. The custodians know how to use the machine when they need it. Van loops in the principal when the disinfectant fogger is used.

Risk Management

Veronica gave the Worker Compensation report for August and Sept. There were 3 incidents in the second half of August. Three were preventable. Employees need to work safely and apply the training they receive. James will follow up on the Herman incident. He did not have the information regarding a shelf that fell.

There were 2 incidents in September. The employee standing on the chair will have a follow up conversation regarding safety protocol. No further action for the Safety Committee.

#### Mariane Pham – Student Accidents

Mariane sent the student incident report. There were 5 incidents in the second half of August and 2 in September. There were two broken bones due to falls on playground structures. Colleen suggested photos to be taken so OG can have proof the play structures were in good condition. The reports should also be reviewed to make sure supervision is included in case the information will be needed in the future. Oscar will send notices to Principals to inform them of the importance of documentation and follow up.

The Edenvale incident needs more information.

James will follow up with Sakamoto. There are neighborhood dogs that keep digging holes in the playground area.

Val mentioned an incident at Bernal that was not listed. CPR was administered. The committee needed more information. It may be included in the October report.

#### Van reported out for Custodial and Transportation

Van needs new buses. The buses are all breaking down. The need for 12 or 15 seat buses are of the utmost importance. There has been times when private cars have taken home children.

#### James and Fred reported out for Operations

The DO map still is a work in progress.

Trees were discussed. James stated they are constantly trimming trees. They do their best to prevent limbs or trees from falling.

Bernal fields have damage from the boars coming from the hills. He will look at them again.

The department held New Employee Training

Ledesma has a scorpion concern. Grounds and Operations are following up on it.

James is looking at a new method for IPM. He is going to use vinegar. He has entered the vinegar in the SDS program and is in the process of training the Grounds Department. Vinegar will also help with skunks and ants.

#### Terri Anaya - CNS report

Reported the CNS staff held a training on fire extinguishers, emergency preparedness, harassment, discrimination, sexual harassment, bullying and HSA/DPR Disinfectant Certification class.

Parkview had a concern regarding a man that jumps out of the bushes and pretends he is shooting people. The kitchen staff is nervous. Police were called. Police do not respond in a timely fashion. If they do come, they do nothing other than walk the man off campus. The police have been called over 5 times regarding a homeless man that does damage to the site and equipment. The police will not arrest him. He keeps coming back.

Terri mentioned her concern about keys. Fred, James and Sylvia reviewed the key situation.

Terri mentioned the food gate is being kept open during delivery and a man comes in and refuses to leave.

The warehouse door needs to be repaired. James will look at it again. It may need to be replaced. Terri mentioned she thought it was the seal so it is inviting to rodents.

Val mentioned the salad bar area looks great.

Site Liaison report: Val Wood

Val asked “What is the process of sending a child back to class after they vomited?” She also mentioned the process of cleaning up vomit. Oscar stated it is in the handbook that children must be sent home after they vomit. James stated a teacher should never clean up vomit. They should call the custodian.

Baldwin had a concern about the HVAC system. The rooms were 80 degrees on the really hot day last week. James said he is following up on the HVAC systems but it was a common complaint during the hot spell.

5 Year Plan – Oscar

Principals are working on the SB187. Oscar will update the Dos ICS chart.

Oscar reported all ARCCs have been evaluated and supplies ordered. The supplies are being delivered. The plastic bags will be sent out in October with the parent letter with the thought the bags will be due back on the Great Shake Out day. The teachers can put the bags in the bin and then place the bin in the ARCC.

Phase 2 of supplies were discussed. Phase 2 will be Search and Rescue supplies, bins for medical equipment, feminine products and privacy screens for porta potties.

During the Great Shake Out on Oct. 17, Oscar will ask the principals to inventory their search and rescue bags. Colleen has a check off list. This will be our starting point.

The draft of the Fall Newsletter was distributed. Edits are due back to Colleen by the end of the week. Colleen will correct and send to Oscar for publication next week.

The next meeting will be October 28, 2019 at 3:00.

Meeting was adjourned at 3:58 pm