



OAK GROVE SCHOOL DISTRICT
SAFETY COMMITTEE MINUTES
November 18, 2019

In attendance:

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

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

Committee Reports:

Risk Management

Veronica gave the Worker Compensation report for October since the last report. There were 6 incidents. James will research the incident at Bernal. A teacher stepped in a hole and injured her right foot. Boars have torn up the landscape at Bernal and Ledesma. The committee agreed no further actions needed to ensure the safety of students and staff.

Mariane Pham – Student Accidents

Mariane sent the student incident report. There were 3 incidents. No further action is needed to correct the facilities.

Fred and James reported out for Operations

The DO map still is a work in progress.

PSPS – Colleen reported out that Laura did not believe the current PSPS plan needed to be changed. The committee discussed the need to have one plan that included all aspects of a shut down. CNS procedures as well as a partial District shut down would be helpful. Terri will discuss this further with Laura.

Sylvia requested the job descriptions for the ICS. Colleen will send them to her. It is also suggest each team Chief has the job descriptions at all times. Oscar asked about the individual bins for the Management team as well as the chiefs. Colleen stated she would prepare them.

Training for M&O is November 26th.

James mentioned there have been a few areas of concern that has been resolved:

- Edenvale: Back flow valve on the grounds was covered with a padded blanket after a child was injured running into it.
- Parkview: Asphalt was raised in an area. It was painted.
- Santa Teresa: Asphalt was coming up. James stated it was been fixed.
- Bernal: Basketball area asphalt was coming up. Kids were throwing chips. It has been resolved.
- Davis: Stepping stones were too far apart to be effective. The stones were moved closer together and two additional stones were added.

Van Nguyen – Custodial and Transportation

There were no accidents this month.

The OSHA training will be held November 26th. The custodians will get the bi annual OSHA mandated training along with fire extinguisher training with Golden Bear and cross contamination mop training.

Terri Anaya - CNS report

Reported the CNS staff held the SERV SAFE annual training. 17 people attended the training and all passed.

Terri discussed the procedure for locking the fences at all sites. It is common to find gates open and unlocked. Oscar will discuss with the principals. Exterior doors being left unlocked was also discussed. Oscar will also discuss with principals.

Terri asked about the freezer alarms. Van stated she had one quote. She is waiting for a quote from the current vendor. Then a decision will be made about installing the alarms.

Site Liaison report: Val Wood

Val's only concern was the Bernal grounds due to the boars.

5 Year Plan – Oscar

The SB187s were Board approved. Oscar will post the plans.

Great Shake Out feedback was discussed:

- Move the time to 9:30 am
- Equipment on the bus
- The 10 questions take too long. Should we ask the 5 most important questions for the first go around and then ask the other 5 on a second go around to all sites.
- Should we train before the next drill on proper radio protocol

Phase 1:

Food was delivered for middle schools. Elementary Schools still need to send home the zip lock bags with a letter requesting food. Bins were delivered for the teachers to store the food. Middle schools did not get their bins. Oscar are working more. Rodents will get to the food bars if not in a container.

Van will complete the water barrels by December 31st. It was recommended a sticker to be placed on each barrel with Filled Dec. 2019. Refill Dec. 2024.

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. Val suggested at least one porta pottie is ADA complaint.

James mentioned lanterns. Not only for earthquake but the PSPS shut downs. Colleen suggested each site has at least 8 lanterns.

James asked the status of the Frost ARCC. The ARCC was cleaned out and floor repaired. But further work needs to be done to sanitize it.

James asked about the leaks at Del Roble and Hayes. James stated the leaks have been fixed.

The draft of the Winter Newsletter was approved for publication.

The next meeting will be December 16th at 3:00.

Meeting was adjourned at 3:57 pm