



**OAK GROVE SCHOOL DISTRICT  
SAFETY COMMITTEE MINUTES  
SEPTEMBER 25, 2017**

In attendance:

Fred Dickey  
Karen Lemm  
Oscar Ortiz  
Sylvia Alvarez  
Neil Rauschhuber  
Colleen Fanciullo  
Anthony Valdez  
Yolanda Jauregui  
Kris Kamandulis  
Diane Vertullo

Neil called the meeting to order at 3:04 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 reported out for Risk Management for August:

There were 14 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 rolled out Christopher School map but others are to follow. Maps should be placed in the SB187. Colleen has added maps and ICS chart to her training. She states the documents should be part of the School Safety Plan.

M&O had the second quarter training session on November 20, 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 11<sup>th</sup> will follow.

Fred reported one of the vehicles was stolen. It was parked in front of the Person On Call's house. Kris stated this seems to be a trend. She has had other District's with the same problem.

Fred stated there were two fires. One at Davis. The staff door was lit on fire. The other at Anderson. The Tot Lot, snack shack and shed were lit on fire. SCSIG were notified.

Anthony reported for Custodial and Transportation:

- They had a bus accident with no damage. CHP were called but no report filed. Another vehicle was clipped by the bus mirror. The other vehicle had no damage.
- Transportation has the same annual training listed above with Maintenance. Transportation make up class is tomorrow from the August training.

No Site Liaison report was given.

Neil reported out on the 5 year plan:

The EOC, ICS and lockdown are continually being worked on. He has the draft of The Great Shake Out notifications to principals, staff and parents. He will forward them to Oscar to roll out. Fred reminded Oscar that the principals were to use the new radios for transmission.

Neil will contact Colleen to schedule the DO Emergency Preparedness Training before the Lockdown drill scheduled with the police and crime prevention.

The conversion of the school bus to an Emergency Center is in progress. It has been gutted. The tables that are in the arc will be placed in the bus. The bus was previously in an accident. We bought it back for \$2000. The bus will be ready for the Great Shake Out. Anthony will drive the bus to the ICS/EOC area. Colleen asked if the center would be set up by the teams or are we doing it ahead of time. Neil stated the teams were to do everything as if it was a real emergency. Colleen stated the Staffing Officer has not practiced that part of her job description so her responsibilities this drill will be larger than before. The staffing officer reports to Anthony. Anthony understands her role.

The CNS and Warehouse Handbook are in pending.

September newsletter was approved for distribution. The winter newsletter was distributed for homework for October approval.

Meeting was adjourned at 3:40 pm

The next meeting will be October 20, 2017 at 3:00pm.