

**COAST UNIFIED SCHOOL DISTRICT
SAFETY COMMITTEE MEETING MINUTES
February 15, 2022**

Meeting called to order at 3:30 pm

MEMBERS PRESENT:

Don Adams, Christie Cosme, Jan Boughter, Taylor Henderson and Mike Bruffey.

MINUTES

Members reviewed the minutes of the January 18, 2022 meeting. The minutes were approved as presented by member vote. Jan Boughter motioned to approve and Taylor Henderson seconded.

BUDGET REPORT

Christie Cosme gave the following budget report:

	<u>BEGINNING BALANCE</u>	<u>CURRENT BUDGET</u>	<u>EXPENSE</u>	<u>ENCUMBERED</u>	<u>ENDING BALANCE</u>
Grant Fund - 0066	\$-6.20	\$0.00	\$2,225.16	\$0.00	\$-2,231.36
Premium Rebate - 0071	\$3,448.59	\$4,000.00	\$138.99	\$0.00	\$7,309.60
District Match – 0072	\$5,046.26	\$4,000.00	\$132.14	\$0.00	\$8,914.11
Credit Funds - 0073	\$3,266.25	\$2,000.00	\$0.00	\$0.00	\$5,266.25
Disc. Funds – 0073-0074	\$-413.07	\$2,000.00	\$1,923.00	\$0.00	\$-336.07
Balances	\$11,341.83	\$12,000.00	\$4,419.29	\$0.00	\$21,147.69

Budget Expenditures

Current Expenses

Encumbrances Adjustable Height Stools – CGS – Castle/Dedic 0073-0074 \$250.94

OLD BUSINESS

Don let everyone know that the 2022 SIPE Countywide Workshop is cancelled due to continuing issues with COVID-19. The next workshop has been scheduled for Friday, March 17, 2023.

NEW BUSINESS

Don discussed the WC Claims Summary Data provided by SIPE and asked committee members if anyone had questions regarding the data. No questions. Don spoke about the Safety Incentive Program. He said that due to lack of interest / participation in the Get Safety Trained Online Trainings he and Christie Cosme suggested that the committee increase the gift card amount from \$25.00 to \$50.00 to encourage more participation. Don asked for a motion to approve. Jan Boughter made the motion to approve and Taylor Henderson seconded.

FUNDING REQUESTS

Don reported that there were no funding requests received.

SAFETY INCENTIVE PROGRAM

Don reported that the SIPE Safety Topic for February was Extension Cords and Power Strips and Marina Grego was the winner of the SIPE Quiz. Marina will receive a \$25.00 gift card. Don reported that there was one Caught in the Act received late and that it would be put on the March agenda. Don reported that there were no Safety Concerns / Suggestions received. Jan Boughter informed Don that Jill Southern from CGS would be submitting a work order for holes in the sand box to be fixed. Don informed the committee that there was only one person district wide to complete one Online Get Trained Safety Training for the month of February. Teresa Lees will receive a \$50.00 gift card. Don told the committee that we have better participation in the monthly quiz with 26 people who participated.

ACCIDENTS OR NEAR HIT MISSES

Don reported that a Grounds Worker was injured when he hit his head on a basketball backboard as he was walking up the bleachers. He received a laceration to his forehead and contusions to the bridge of his nose and left eye and has neck, back and shoulder pain. He was out of work for several days and has returned to work with modified duty.

EMERGENCY PREPAREDNESS, EVACUATIONS, FIRE DRILLS

Don reported that Cambria Grammar School completed a Shelter in Place Drill on 1/28/22, Santa Lucia Middle School completed a Bus Evacuation Drill on 2/6/22 and Coast Union High School completed a Shelter in Place Drill on 2/10/22. Don mentioned that he is in the process of scheduling Bus Evacuation Drills for CGS and CUHS. Don commented that these drills are taking place a little later than normal as he prefers to get them done at the beginning of the school year so that students and staff are well prepared for all the field trips that occur throughout the school year.

HAZARD IDENTIFICATION, EVALUATION, AND CONTROL

Don asked committee members if they had anything to report. Jan Boughter reported that there were holes in a sand box at Cambria Grammar School. There was nothing more reported.

SAFETY TRAINING AND EDUCATION

Don reported that the MOT Department completed a training on "Electrical Safety" on 2/16/22.

COMMITTEE MEMBER COMMENTS / REPORTS

Don asked committee members if they had any comments or reports. Nothing reported.

NEXT MEETING

Don informed everyone that the next meeting would be on March 15, 2022 at 3:30 pm via Zoom.

The meeting adjourned at 3:46 pm.

Christie Cosme
Asst. Safety Coordinator