

**COAST UNIFIED SCHOOL DISTRICT  
SAFETY COMMITTEE MEETING AGENDA**

**DATE:** Tuesday, March 15, 2022  
**TIME:** 3:30 PM  
**LOCATION:** Via Zoom

**MISSION STATEMENT**

The CUSD Safety Committee is dedicated to building a culture of Safety through training, education, and policy development with the intent of achieving and maintaining a safe, healthful working environment.

**GOAL**

The goal of the CUSD Safety Committee is to effectively eliminate accidents and illnesses by involving Staff and Supervisors alike in identifying hazards and suggesting ways to eliminate and prevent them from occurring.

**CALL TO ORDER**

Safety Coordinator, Don Adams will call the meeting to order.

**ROLL CALL**

Don Adams will take attendance of Committee Members:

<b>Don Adams</b>	<b>Jan Boughter</b>	<b>Lindsay Harrod</b>
<b>Christie Cosme</b>	<b>Emily Takahashi</b>	<b>SIPE Representative</b>
<b>Annie Lachance</b>	<b>Taylor Henderson</b>	

**APPROVE MINUTES**

Committee members will consider approving the meeting minutes from meeting on February 15, 2022.

**BUDGET REPORT**

Don Adams will report on the following budget:

**\*0073-0074 Encumbrance is to replace previously purchased stool that was defective.**

	<u>BEGINNING</u>	<u>CURRENT</u>	<u>EXPENSE</u>	<u>ENCUMBERED</u>	<u>ENDING</u>
	<u>BALANCE</u>	<u>BUDGET</u>			<u>BALANCE</u>
<b>Grant Fund - 0066</b>	\$-6.20	\$2,025.36	\$2,225.16	\$0.00	\$-206.00
<b>Premium Rebate - 0071</b>	\$3,448.59	\$4,000.00	\$138.99	\$0.00	\$7,309.60
<b>District Match – 0072</b>	\$5,046.26	\$4,000.00	\$132.14	\$0.00	\$8,914.12
<b>Credit Funds - 0073</b>	\$3,266.25	\$2,000.00	\$0.00	\$0.00	\$5,266.25
<b>Disc. Funds – 0073-0074</b>	\$-413.07	\$2,000.00	\$2,096.48	\$86.74	\$316.59
<b>Balances</b>	<b>\$11,341.83</b>	<b>\$14,025.36</b>	<b>\$4,592.77</b>	<b>\$86.74</b>	<b>\$21,600.56</b>

**Budget Expenditures**

Current Expenses

Encumbrances	<b>Adjustable Height Stools – CGS – Castle</b>	<b>0073-0074</b>	<b>\$86.74</b>
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### **OLD BUSINESS**

Don will report on the following Old Business that does not require committee action:

- Nothing to report.

### **NEW BUSINESS**

Don will report / discuss the following:

- WC Claims Summary Data

### **FUNDING REQUESTS**

Don will report on the following, then Committee will vote:

- No requests received.

### **SAFETY INCENTIVE PROGRAM**

Don will report on the following, then the winner of the Newsletter Trivia Drawing will be chosen:

- SIPE Monthly Safety Topic – March – Ladder Safety
- March SIPE Quiz Winner – Sherry Aguilar – SLMS
- Caught In The Act Drawing – 2 Nominations received
- Safety Concerns / Suggestions – Nothing received
- Online Safety Trainings – Cindy Farris – SLMS (20 Trainings completed)

### **ACCIDENTS OR NEAR HIT MISSES**

Don will report on the following injury data, accident reports and near hit misses.

- Nothing to report.

### **EMERGENCY PREPAREDNESS, EVACUATIONS, FIRE DRILLS**

Don will report on the following drills, evacuations, emergency trainings that have taken place:

- Cambria Grammar School – Fire Evacuation Drill - 2/24/22
- Santa Lucia Middle School – Nothing to report
- Coast Union High School – Bus Evacuation Drill - 3/15/22
- Leffingwell High School – Bus Evacuation Drill - 3/15/22

### **HAZARD IDENTIFICATION, EVALUATION, AND CONTROL**

Committee discussion regarding corrective action of identified safety hazards by committee members, employees, and supervisors.

- Does anyone have anything to report?

### **SAFETY TRAINING AND EDUCATION**

Don will report on any recent trainings and committee members to recommend trainings, refreshers, and emergency response trainings.

- M.O.T. Safety Meeting scheduled for Wednesday, 3/16/22, "Grounds Safety".

### **COMMITTEE MEMBER COMMENTS / REPORTS**

Committee Members to report on various activities and issues that do not require committee action.

**NEXT MEETING**

- April 18, 2022

**ADJOURNMENT**

Don to order meeting adjournment.

Christie Cosme  
Asst. Safety Coordinator