

**COAST UNIFIED SCHOOL DISTRICT
SAFETY COMMITTEE MEETING MINUTES
May 17, 2022**

Meeting called to order at 3:34 pm

MEMBERS PRESENT:

Don Adams, Christie Cosme, Annie Lachance, Jan Boughter, Taylor Henderson.

MINUTES

Members reviewed the minutes of the April 19, 2022 meeting. The minutes were approved as presented by member vote. Jan Boughter motioned to approve and Annie Lachance seconded.

BUDGET REPORT

Don Adams gave the following budget report:

	<u>BEGINNING</u> <u>BALANCE</u>	<u>CURRENT</u> <u>BUDGET</u>	<u>EXPENSE</u>	<u>ENCUMBERED</u>	<u>ENDING</u> <u>BALANCE</u>
Grant Fund - 0066	\$-6.20	\$2,025.36	\$2,225.16	\$0.00	\$-206.00
Premium Rebate - 0071	\$3,448.59	\$5,602.00	\$138.99	\$0.00	\$8,911.60
District Match – 0072	\$5,046.26	\$4,000.00	\$132.14	\$0.00	\$8,914.12
Credit Funds - 0073	\$3,266.25	\$1,744.00	\$0.00	\$0.00	\$5,010.25
Disc. Funds – 0073-0074	\$-413.07	\$2,000.00	\$2,096.48	\$0.00	\$316.59
Balances	\$11,341.83	\$15,371.36	\$4,592.77	\$0.00	\$22,946.56

Budget Expenditures

Current Expenses **None**

OLD BUSINESS

Don asked the committee if they preferred to meet via Zoom or In Person next year. Annie mentioned that she preferred In Person although Zoom meetings are more convenient. Don said that this would be discussed at the August meeting.

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.

FUNDING REQUESTS

The Committee voted and approved the following funding requests:

- Jan Boughter – Height Adjustable Stool for Room 13 - \$150.57
- Jan Boughter – Platform Ladder for new TK Room - \$111.53
- Jan Boughter – Pro-Lift Pneumatic Chair for Erica Lovegren - \$84.96
- Jan Boughter – Pro Lift Pneumatic Chair for Rich Mendoza - \$84.96
- Jan Boughter – Height Adjustable Desk for Room 13 - \$740.00
- Jan Boughter – Height Adjustable Desk for new K Classroom - \$740.00
- Christie Cosme – Gift Cards for Safety Incentive Program - \$1,350.00

SAFETY INCENTIVE PROGRAM

Don reported that the SIPE Safety Topic for May was Slips, Trips and Falls. The computer selected the winner at random, Laura Weaver from CUHS. Laura will receive a \$25.00 gift card. Don reported that there were three Caught In The Act nominations. All were put in the can for a drawing and Adam Helfand and Maria Sison from CGS were chosen. Both will receive \$25.00 gift cards. Lori Nunez from CGS submitted a safety concern regarding a metal pipe by the restroom by the MPR. Don commented that MOT has already put some foam around the pipe to protect from further danger. Lori will receive a \$25.00 gift card. Michael Lant completed 36 Online Trainings and will receive a \$25.00 gift card for completing the most and the winner of the Quarterly Drawing was Cheryl Edmonds from SLMS. Cheryl will receive a \$100 gift card.

ACCIDENTS OR NEAR HIT MISSES

Don reported that a M.O.T. employee reported injury to both hands due to years of repetitive movement and use of power tools (possible Carpal Tunnel Syndrome). Employee is under the care of a physician and is still working. The employee is attending doctor's appointments.

EMERGENCY PREPAREDNESS, EVACUATIONS, FIRE DRILLS

Don reported that none of the school sites reported completing any evacuations or drills.

HAZARD IDENTIFICATION, EVALUATION, AND CONTROL

Don asked committee members if they had anything to report. Nothing to report.

SAFETY TRAINING AND EDUCATION

Don reported that the MOT Department would have a safety training on "Heat Illness Prevention" on May 18.

COMMITTEE MEMBER COMMENTS / REPORTS

Don asked committee members if they had any comments or reports. Don let the committee know that he is always open to suggestions and comments on Safety. No comments or reports from Committee Members. Don told everyone that Christie will send out an email asking for volunteers from each site and department to participate in the Safety Committee for the 2022/23 school year.

NEXT MEETING

Don informed everyone that the next meeting would be on August 16, 2022

The meeting adjourned at 3:47 pm.

Christie Cosme
Asst. Safety Coordinator