

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

DATE: Tuesday, October 18, 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:

Don Adams	Megan Dedic	Sheri McLain
Christie Cosme	Sherry Aguilar	SIPE Representative
Annie Lachance	Taylor Henderson	

APPROVE MINUTES

Committee members will consider approving the meeting minutes from the meeting on September 20, 2022.

BUDGET REPORT

Don Adams will report on the following budget:

	<u>BEGINNING</u>	<u>CURRENT</u>	<u>EXPENSE</u>	<u>ENCUMBERED</u>	<u>ENDING</u>
	<u>BALANCE</u>	<u>BUDGET</u>			<u>BALANCE</u>
Grant Fund - 0066	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Premium Rebate - 0071	\$ 6,993.83	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 10,993.83
District Match – 0072	\$ 9,508.12	\$ 3,200.00	\$ 0.00	\$ 0.00	\$ 12,708.12
Credit Funds - 0073	\$ 5,010.25	\$ 500.00	\$ 0.00	\$ 0.00	\$ 5,510.25
Disc. Funds – 0073-0074	\$ 0.00	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 2,000.00
Balances	\$ 21,512.20	\$ 9,700.00	\$ 0.00	\$ 0.00	\$ 31,212.00

Budget Expenditures

Current Expenses **None**

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:

- SIPE Grant Program due on December 1, 2022 (see attached expenditure guidelines)

FUNDING REQUESTS

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

- Ergonomic Office Desk Chair – CGS – Michael Lant - \$268.11 (pending)

SAFETY INCENTIVE PROGRAM

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

- SIPE Monthly Safety Topic – October – Holiday Decorating Safety
- October SIPE Quiz Winner – Samantha Brossette – Coast Union High School
- Caught In The Act Drawing – 2 submission
- Safety Concerns / Suggestions – None
- Online Safety Trainings – Get Safety Trained website is in progress so we are unable to retrieve the information at this time. Winners will be recognized as information becomes available.
- Quarterly Online Safety Training Drawing – N/A

ACCIDENTS OR NEAR HIT MISSES

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

- An M.O.T. employee hit her toe with a lunch table, went to the doctor the day after, no follow-up appointments necessary
- A principal hit head on a cabinet (report only)

EMERGENCY PREPAREDNESS, EVACUATIONS, FIRE DRILLS

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

- Cambria Grammar School – None
- Santa Lucia Middle School – None
- Coast Union High School – None
- Leffingwell High School – None

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.

- **10/18/22** – Bus Driver Safety Meeting on 10/18/22

- **10/19/22** – M.O.T. Safety Meeting on Ladder Safety

COMMITTEE MEMBER COMMENTS / REPORTS

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

NEXT MEETING

- November 15, 2022

ADJOURNMENT

Don to order meeting adjournment.

Christie Cosme
Asst. Safety Coordinator