

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

**DATE:** Tuesday, September 20, 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>Megan Dedic</b>	<b>Sheri McLain</b>
<b>Christie Cosme</b>	<b>Sherry Aguilar</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 August 23, 2022.

**BUDGET REPORT**

Don Adams will report on the following budget:

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

**Budget Expenditures**

**Current Expenses**                      **None**

### **OLD BUSINESS**

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

- SIPE Credit and Rebate applications submitted September 1, 2022.

### **NEW BUSINESS**

Don will report / discuss the following:

- Nothing to report.

### **FUNDING REQUESTS**

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

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

### **SAFETY INCENTIVE PROGRAM**

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

- SIPE Monthly Safety Topic – September – Reporting Work-Related Injuries and Illnesses
- September SIPE Quiz Winner – Rick Skinner – M.O.T.
- Caught In The Act Drawing – None
- 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.

- 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 – Evacuation Fire Drill – August 31, 2022
- 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.

- **8/30/22** - Medical Inservice Training for Bus and Van Drivers which covered Asthma, Diabetes and Seizures.
- **9/21/22** - M.O.T. Safety Meeting – Back Injury Prevention

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

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

### **NEXT MEETING**

- October 18, 2022 – 3:30 pm - Zoom

### **ADJOURNMENT**

Don to order meeting adjournment.

Christie Cosme  
Asst. Safety Coordinator