

**COAST UNIFIED SCHOOL DISTRICT
SAFETY COMMITTEE MEETING MINUTES
September 20, 2022**

Meeting called to order at 3:32 pm

MEMBERS PRESENT:

Don Adams, Christie Cosme, Annie Lachance, Sherry Aguilar9oi, Sheri McLain and Mike Bruffey were present.

MINUTES

Members reviewed the minutes of the August 23, 2022 meeting. The minutes were approved as presented by member vote. Annie Lachance motioned to approve and Sheri McLain 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	\$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 informed the committee that the SIPE Credit and Rebate applications were submitted on September 1, 2022.

NEW BUSINESS

Nothing to report.

FUNDING REQUESTS

Don reported that a funding request from Cambria Grammar School for Michael Lant was submitted for an Ergonomic Office Desk Chair. The total cost for the chair is \$268.11. Don asked for a motion to approve. Mike Bruffey asked about the quality of the chair and advised the committee that purchases of ergonomic furniture should be researched for quality and effectiveness or bought from one of the SIPE preferred vendors. Annie Lachance suggested that the committee approve the chair pending that the chair is compatible with what SIPE recommends. Annie made a motion to approve and Sheri McLain seconded.

SAFETY INCENTIVE PROGRAM

Don reported that the SIPE Safety Topic for September was Reporting Work-Related Injuries and Illnesses. The computer selected the winner at random, Rick Skinner from M.O.T. Rick will receive a \$25.00 gift card. Don reported that there were no Caught In The Act nominations or Safety Concerns and Suggestions received although Megan Dedic did send Don pictures of pine needles in the bus loading area that was a tripping hazard. Don had the grounds crew remove them immediately. Sherry Aguilar had a question regarding mini blinds for classrooms. She mentioned there were several classrooms at Santa Lucia Middle School that may not have them. She said she would double check and report back. Don explained that currently the Get Safety Trained website is in progress and so we are unable to retrieve the information at this time. Winners will be recognized as information becomes available.

ACCIDENTS OR NEAR HIT MISSES

Nothing to report.

EMERGENCY PREPAREDNESS, EVACUATIONS, FIRE DRILLS

Don reported that none of the school sites have reported any evacuations or drills this month.

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 Bus and Van Drivers completed a Medical Inservice Training given by Lori Duffy which covered asthma, diabetes and seizures on August 30. Don also reported that the M.O.T. staff completed a safety training on Back Injury Prevention on September 21.

COMMITTEE MEMBER COMMENTS / REPORTS

Don asked committee members if they had any comments or reports. Annie Lachance asked if the district would be participating in the Great California Shakeout. Don confirmed that it is scheduled for October 20, 2022 at 10:20 am.

NEXT MEETING

Don informed everyone that the next meeting would be on October 18, 2022 via Zoom and at that time we will vote to determine whether we continue holding meetings via Zoom or not.

The meeting adjourned at 3:51 pm.

Christie Cosme
Asst. Safety Coordinator