

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

**DATE:** Tuesday, November 29, 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 the meeting on October 18, 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	\$ 2,225.00	\$ 0.00	\$ 0.00	\$ 2,225.00
<b>Premium Rebate - 0071</b>	\$ 6,993.83	\$ 6,590.00	\$ 0.00	\$ 0.00	\$ 13,583.83
<b>District Match – 0072</b>	\$ 9,508.12	\$ 6,590.00	\$ 0.00	\$ 0.00	\$ 16,098.12
<b>Credit Funds - 0073</b>	\$ 5,010.25	\$ 1,244.00	\$ 0.00	\$ 0.00	\$ 6,254.25
<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>\$ 18,649.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 40,161.20</b>
<b>Revenues</b>	<b>\$6,590.00 (100% Award – Worker’s Compensation Premium Rebate Award)</b>				
	<b>\$2,594.00 (Safety Credit for FY 2021/22)</b>				
<b>Expense</b>	<b>\$1,350.00 (Cost of Safety Incentive Cards for FY 2022/23)</b>				

### **OLD BUSINESS**

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

- Update on chair for Michael Lant: The SIPE preferred vendor list has been received and sent to Michael so that he could choose on of the chairs from the list. Sent several follow up emails and have not received a response as of 11/28/22.
- Committee members to vote on future meetings being held via Zoom.

### **NEW BUSINESS**

Don will report / discuss the following:

- Reminder to committee members that the SIPE Grant Program is 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 response from Michael Lant)
- Blinds for Classrooms – CUHS – Lupe Aguilar - \$4,379.60
- Slip Resistant Mat – Food Services/CUHS – Sheri McLain - \$84.73
- Waterhog Carpet Mat – Food Services/CUHS – Sheri McLain - \$102.96
- Waterhog Carpet Mat – Food Services/CGS – Sheri McLain - \$169.45

### **SAFETY INCENTIVE PROGRAM**

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

- SIPE Monthly Safety Topic – November – Back and Lifting Safety
- October SIPE Quiz Winner – Susan Padgett – CGS
- Caught In The Act Drawing – Luis Lizaola and Rafael Soto – M.O.T.
- 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
- Newsletter Trivia Drawing – 16 participants

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

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

- A student at Cambria Grammar School choked on a taco shell and was administered abdominal thrusts to dislodge the piece of taco shell, which was very successful. The parents of the student were notified.
- A teacher at Santa Lucia Middle School tripped on an expansion joint in the sidewalk and injured her back (no other information as this time).
- A bus driver reported a “Complaint of Pain” in both hands while driving a certain bus. This is a report only at this time.

### **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.

- 11/15/22 – Bus driver safety meeting (Emergency Evacuations, How to Survive a Tire Blowout, Everyday Hazards for School Bus Drivers)
- 11/16/22 – M.O.T. Personnel Safety Meeting (Fire Safety for Schools)

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

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

### **NEXT MEETING**

- December – No meeting
- January, 17, 2023

### **ADJOURNMENT**

Don to order meeting adjournment.

Christie Cosme  
Asst. Safety Coordinator

