

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

**DATE:** Tuesday, April 18, 2023  
**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 January 24, 2023 meeting.

**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	\$ 2,681.24	\$ 2,225.00
<b>Premium Rebate - 0071</b>	\$ 6,993.83	\$ 6,590.00	\$ 0.00	\$ 0.00	\$ 2,994.73
<b>District Match – 0072</b>	\$ 9,508.12	\$ 6,590.00	\$ 812.95	\$ 0.00	\$ 8,695.17
<b>Credit Funds - 0073</b>	\$ 5,010.25	\$ 1,244.00	\$ 0.00	\$ 0.00	\$ 5,010.25
<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>\$ 812.95</b>	<b>\$ 2,681.24</b>	<b>\$ 20,925.15</b>
<b><u>Expenses:</u></b>	<b>\$812..95 – Water Resistant Mats – Food Services</b>				
<b><u>Encumbrances:</u></b>	<b>\$2,681.24 - Concrete Scarifier – Maintenance</b>				

### **OLD BUSINESS**

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

- Ask Site Representatives if they are working with their Principals to come up with items that qualify to purchase using SIPE funds.

### **NEW BUSINESS**

Don will report / discuss the following:

- Changes for upcoming 2023/24 school year
- We will return to in-person meetings for the 2023/24 school year and hold the meetings at the different school site each month.

### **FUNDING REQUESTS**

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

- Ellis Floor Mounted Bandsaw – Maintenance - \$3,743.75
- “H” Locks – Cambria Grammar School - \$100.00
- Wireless Microphone – Cambria Grammar School - \$350.00

### **SAFETY INCENTIVE PROGRAM**

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

- SIPE Monthly Safety Topic – April -
- April SIPE Quiz Winner -
- Caught In The Act Drawing – 2 Submissions
  - CGS – Christy Heitmiller
  - CGS – Megan Dedic
- Safety Concerns / Suggestions – 2 Submissions
  - SLMS – Sherry Aguilar
  - Maintenance – Dave Bidwell
- Online Safety Trainings – Get Safety Trained Website -

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

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

- Cambria Grammar School – Student was injured while swinging. Student did not report injury until she went home. Family contacted school the following day to state that they had taken student to the hospital. Family and student met with Principal regarding the incident.

### **EMERGENCY PREPAREDNESS, EVACUATIONS, FIRE DRILLS**

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

- Cambria Grammar School
- Santa Lucia Middle School
- Coast Union High School
- Leffingwell High School

### **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.

- M.O.T. Safety Meeting – Custodial Safety –

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

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

### **NEXT MEETING**

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### **ADJOURNMENT**

Don to order meeting adjournment.

Christie Cosme  
Asst. Safety Coordinator