

SAFETY COMMITTEE MEETING

MINUTES

Thursday, December 14, 2023
3:00 p.m.

Oxnard School District
1051 South A Street
Oxnard, CA 93030
Oxnard Room

Item

- 1) Call to Order
- 2) Additions to the Agenda
 - i. None.
- 3) New Committee Members
 - i. Norma welcomed Dena Spencer, OEA Representative at McAuliffe and Mary Elisondo Arias, Management Representative at Driffill as new members to the Safety Committee.
 - ii. Norma extended gratitude to Phillip Veronica, Randi Culver, and Jorge Mares for their time and commitment participating on the safety committee
- 4) Fire/Emergency Drills
 - i. Fire drills are to be conducted once every calendar month and be documented
 - ii. Off-site drills?
 - iii. Practice, inspections, fire drills
- 5) Safety Inspection Schedule
 - i. Reviewed the Safety Inspection Schedule
 1. Safety Inspections were conducted on November, 2023 at Brekke
 2. At Brekke there were issues with the drinking fountain and fire extinguishers
 - ii. Discussion about a Flyer – no use of chairs, safety portal hazard
 - iii. Discussion about Material transfer
 - iv. Inspection form
- 6) Workers Compensation
 - i. Reviewed WC chart – Slide needed clarification re “Info/Record Only.”
 - ii. Reviewed Lag Time Chart
 - iii. Reviewed Claims by Body Part
 - iv. Reviewed Claims by Cause Chart
 - v. Reviewed Claims by Occupation
 - vi. Reviewed Claims by Location – Slide needed clarification
- 7) Emergency Supplies
 - i. Risk Management is working on quotes for the paracord and window covering. Items will be ordered and distributed in 2024
 - ii. Reviewed Guide for Selecting Approved School Activities and Insurance Requirements
- 8) Vendor/PTA Checklist
 - i. Reviewed Vendor Services Checklist and Certificate of Insurance

- 9) Safety Request – Kamala
 - i. Reviewed items for approval (floor mats with logo and window covers)
 - 1. Safety committee voted no on the floor mats
 - 2. Safety committee voted no on the classroom decorations
 - ii. Safety committee recommended a PTA fundraiser as an alternative
- 10) Safety Concerns – Classroom Exit Doors
 - i. No more classroom door decorations
- 11) Safety Meeting Schedule 2024
 - i. Reviewed the Safety Committee meeting schedule for school year
- 12) Safety Credits Expenditures
 - i. Reviewed safety credit report
 - ii. CDW G- Singlewire annual subscription (2023 rate) 300 licenses, one time fee of \$750.00, upgraded Fusion platform.
 - 1. Safety committee recommended splitting the cost of \$5,043.00 (50-50) with IT.
 - iii. Mandatory Active Intruder Response Training/Vector Training-Payroll earnings for 129 employees
 - 1. Safety committee requested clarification on the employees.
- 13) Information Exchange

Adjournment

Next Meeting: Monday, April 8, 2024
Oxnard Room
3 p.m.