

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

DATE: Tuesday, September 17, 2024
TIME: 3:30 PM (called to order 3:35 pm)
LOCATION: District Office

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, **proactive and healthy** ~~healthful~~ working environment.

GOAL

The goal of the CUSD Safety Committee is to ~~effectively~~ **effectively** eliminate accidents and illnesses by involving Staff and Supervisors alike in identifying hazards and suggesting ways to eliminate and prevent them from occurring.

Approval of new Mission Statement and Goal: Jill Southern 2nd: Taylor Henderson, all agreed

CALL TO ORDER

Safety Coordinator, ~~Ruben Campos~~ **Christie Cosme** will call the meeting to order.

ROLL CALL

Ruben Campos will take attendance of Committee Members:

Ruben Campos X ~~Megan Dedic~~ Sheri McLain
Megan Dedic ~~Sherry Aguilar~~ SIPE Representative **Molly Hearst**
Christie Cosme Taylor Henderson
Christy Heitmiller, Jill Southern, JoLynn Crow, Whit Donaldson

APPROVE MINUTES

Committee members will consider approving the meeting minutes from the meeting on (N/A)

BUDGET REPORT

~~Ruben Campos~~ **Christie Cosme** will report on the following budget: (Incorrect budget)

	<u>BEGINNING BALANCE</u>	<u>CURRENT BUDGET</u>	<u>EXPENSE</u>	<u>ENCUMBERED</u>	<u>ENDING BALANCE</u>
Grant Fund - 0066	\$ 0.00	\$ 2,225.00	\$ 0.00	\$ 2,681.24	\$ 2,225.00
Premium Rebate - 0071	\$ 6,993.83	\$ 6,590.00	\$ 0.00	\$ 0.00	\$ 2,994.73
District Match – 0072	\$ 9,508.12	\$ 6,590.00	\$ 812.95	\$ 0.00	\$ 8,695.17
Credit Funds - 0073	\$ 5,010.25	\$ 1,244.00	\$ 0.00	\$ 0.00	\$ 5,010.25

Disc. Funds – 0073-0074	\$ 0.00	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 2,000.00
Balances	\$ 21,512.20	\$ 18,649.00	\$ 812.95	\$ 2,681.24	\$ 20,925.15
<u>Expenses:</u>	\$812..95 – Water Resistant Mats – Food Services				
<u>Encumbrances:</u>	\$2,681.24 - Concrete Scarifier – Maintenance				

OLD BUSINESS

~~Ruben Campos~~ **Christie Cosme** will report on the following Old Business that does not require committee action:

- Gift Cards from last year-**they have been delivered, new cards to add 5-\$10 Starbucks cards**
- 2023/24 Purchases (status)

NEW BUSINESS

~~Ruben Campos~~ **Christie Cosme** will report / discuss the following:

- Changes for upcoming 2024/25 school year
- **Ruben will be running the meetings, Megan Dedic is assistant coordinator**
- **Jill Southern: research is being done for new security cameras for all sites**
- **Whit Donaldson: questions about vape sensors at the high school**
- **Christie Cosme: goal of committee members is to take information back to your site and keep all employees informed, promote involvement**
- **discussed components of new binders and all important paperwork to share at each site**
- **Molly Hearst: expenditures should be focused on employee safety**
- **discussed statistical breakdown from SIPE country wide data, discussion about funds and rebates**

FUNDING REQUESTS

~~Ruben Campos~~ **Christie Cosme** will report on the following, then Committee will vote:

- **Oversight in ordering from last year, new items to be ordered total: \$3,666**
Approval: Taylor 2nd: Whit-all in favor

SAFETY INCENTIVE PROGRAM

~~Ruben Campos~~ **Christie Cosme** will report on the following, then the winner of the Newsletter Trivia Drawing will be chosen:

- SIPE Monthly Safety Topic – September **Jolynn Crow**
- ~~April SIPE Quiz Winner~~
- Caught In The Act Drawing
 - Perpetrator - **Megan Dedic**
 - Agent-at-Large - **Julie Castle**
- Safety Concerns / Suggestions
 - ~~SLMS – Sherry Aguilar~~
- Online Safety Trainings – Get Safety Trained Website -
- **How do we get more people excited to take quizzes? More incentive cards? Higher denominations?**
- **Can the quizzes be in Spanish?**
- **Should we have site competitions to increase motivation?**

ACCIDENTS OR NEAR HIT MISSES

~~Ruben Campos~~ **Christie Cosme** will report on the following injury data, accident reports and near hit misses.

- N/A

EMERGENCY PREPAREDNESS, EVACUATIONS, FIRE DRILLS

~~Ruben Campos~~ **Christie Cosme** will ask committee members to report on the following drills, evacuations, emergency trainings that have taken place:

- Cambria Grammar School **8/21 evacuation fire drill**
- Santa Lucia Middle School **9/18**
- Coast Union High School **10/17 Lockdown and Shakeout**
- Leffingwell High School **10/17 Lockdown and Shakeout**
- **Shakeout at all site 10/17 at 10:17 am**

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?
- **Trip hazard at SLMS in principal's office**
- **SLMS portable is sinking and doors are askew and difficult to open/shut**

SAFETY TRAINING AND EDUCATION

~~Ruben Campos~~ **Christie Cosme** will report on any recent trainings and committee members to recommend trainings, refreshers, and emergency response trainings.

- M.O.T. Safety Meeting – **N/A**

COMMITTEE MEMBER COMMENTS / REPORTS

Committee Members to report on various activities and issues that do not require committee action.
no reports

NEXT MEETING

- **Oct 15, 2024, 11/19**

ADJOURNMENT

~~Ruben Campos~~ **Christie Cosme** to order meeting adjournment. **4:33 pm**

Megan Dedic
Asst. Safety Coordinator

