

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

DATE: Tuesday, October 15, 2024
TIME: 3:30 PM **called to order 3:40 pm**
LOCATION: District Office

CALL TO ORDER

Safety Coordinator, ~~Ruben Campos~~ (**Ruben is driving a bus today so Christie will run the meeting**) will call the meeting to order.

ROLL CALL

Ruben Campos will take attendance of Committee Members:

Ruben Campos	Christy Heitmiller X	Sheri McLain	SIPE Representative
Megan Dedic X	JoLynn Crow X	Taylor Henderson	Jill Southern
Christie Cosme X	Whit Donaldson		

APPROVE MINUTES

Committee members will consider approving the meeting minutes from the meeting on **Christy to approve, JoLynn to 2nd**

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 working environment.

GOAL

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

BUDGET REPORT

Ruben Campos will report on the following budget:

	<u>BEGINNING</u> <u>BALANCE</u>	<u>REVENUES</u> <u>2024-25</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	\$ 13,474.32	\$ 0.00	\$ 0.00	\$ 0.00	\$ 13,474.32
District Match – 0072	\$ 10,749.44	\$ 0.00	\$ 0.00	\$ 2,730.39	\$ 8,019.05
Credit Funds - 0073	\$ 8,769.25	\$ 0.00	\$ 269.75	\$ 0.00	\$ 8,499.50
Disc. Funds – 0073-0074	\$ 626.39	\$ 0.00	\$ 0.00	\$ 0.00	\$ 626.39
Balances	\$ 33,619.40	\$ 0.00	\$ 269.75	\$ 2,730.39	\$ 30,619.26

OLD BUSINESS

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

- **9 locations at the middle school do not have blinds, safety concern**

Jill moves to approve with a stipulation to submit to SIPE grant program, 2nd by Christy

- **Trip hazard in Dave Nygren's office**

NEW BUSINESS

Ruben will report/discuss the following:

- New Incentive cards, how should we distribute them? **discussed how to distribute cards monthly**
-

FUNDING REQUESTS

Ruben will report on the following, the Committee will vote:

- **MOT-battery operated micro scrubber \$4,497 (Grant Program)**
- **MOT-Motor Scrubber kit \$2,742 (Grant Program)**
- **CGS-Uline first aid kits \$936 (Grant Program)**
- **SLMS, CUHS, LHS-First aid kits \$2,090**
- **SLMS-Ergonomic chairs \$284.68**

Jolynn motion to approve, Christy to 2nd

SAFETY INCENTIVE PROGRAM

Ruben will report on the following, then the winner of the Newsletter Trivia Drawing.

- SIPE Monthly Safety Topic – **October Lara Refugio**
- SIPE Quiz Winner -
- Caught In The Act Drawing
 - Perpetrator - **Christie Heitmiller**
 - Agent-at-Large - **Drea Smith**
- Safety Concerns / Suggestions
 - **JoLynn Crow**
- Online Safety Trainings – Get Safety Trained Website

ACCIDENTS OR NEAR HIT MISSES

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

-

EMERGENCY PREPAREDNESS, EVACUATIONS, FIRE DRILLS

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

Great Shakeout Drill 10/17/24

- Cambria Grammar School -**shelter in place, 9/24, drill during afterschool program**
- Santa Lucia Middle School - **evacuation fire drill 9/18**
- 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?
- **Jill Southern-Cameras approved for all sites in CUSD, install will begin in 3 weeks**

SAFETY TRAINING AND EDUCATION

Ruben will report on any recent training, and committee members will recommend training, refreshers, and emergency response training.

- M.O.T. Safety Meeting –

COMMITTEE MEMBER COMMENTS / REPORTS

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

NEXT MEETING

- 11/19/2024 meet at MOT

ADJOURNMENT

Ruben to order meeting adjournment. (4:37pm)

Megan Dedic
Asst. Safety Coordinator