WEST LINN-WILSONVILLE SCHOOL DISTRICT
DEPARTMENT OF OPERATIONS
2755 SW Borland Rd, Tualatin, OR 97062
503.673.7995

District Safety Committee Minutes

Wednesday, June 18, 2025; 7:00 AM, WLWVSD via Zoom

A. ATTENDEES:

Name	Location/Title	Present	Absent
Jeff Chambers	Director of Operations	X	
Officer John Rimington	West Linn HS, SRO		X
Officer Zach Keirsey	Wilsonville HS, SRO	X	
Jared Hayes	OSEA Representative	X	
Jeremy Nichols	Safety & Transportation Supervisor	X	
Tressa Aplanalp	Environmental Technician		X
Karen Pyeatt	District Nurse		X
Mindy Schmitz	Community Services Coordinator	X	
Kayla Kniola	WWEA Representative		X
Shyla Waldern	Director of Human Resources	X	

B. MINUTES REVIEW:

The minutes from all meetings are available on the website: http://www.wlwv.k12.or.us/Page/16137

C. EXISTING ACTION ITEMS:

Description	Responsible Party	Status (due by)
Safety, Security, and Technology Upgrades/Safe and Welcoming Schools 5.21.2025	*Jeff Chambers &*	*Ongoing*

• Pathway at Sunset has not been completed yet. • All systems are fully installed and working. Staff are learning the new systems. **6.18.2025** • The pathway has been completed at Sunset. **7.16.2025** • West Linn High School is the last school to be rekeyed and the project is completed. • Officer Keirsy attended the National SRO Conference and shared information the district can use to be better prepared for a lockdown. The items discussed were video surveillance monitoring, making sure the PA system heard from all areas of a building and having restroom doors in all restrooms. During an emergency lockdown it was also suggested that a district administrator off site be responsible for video monitoring. • The flowchart and EOP are currently being updated.	*Jeremy Nichols*	
Drills **5.21.2025** • Could middle and high schools practice drills during pass times, lunch or 5 minutes into the school day? These less organized/more chaotic times would help the students understand (1) Do I go to the last period class (where attendance has already been taken) or (2) Do I go to the next period class? This concern is discussed early in the school year by principals and the Operations team and is dependent on comfort level at each school. Structuring the attention of this, so students know where to go for consistency was discussed and agreed upon. **6.18.2025** • Drills are completed for the school year. Jeremy will be meeting with principals to reaffirm the correct drill protocol for the 2025-26 school year. **7.16.2025** • Jeremy will be meeting with principals and affirming protocols for the 2025-26 school year.	*Jeremy Nichols*	*Ongoing*
Environmental Testing **5.21.2025** • Testing is completed and paperwork is being finalized to send to ODE • Ants continue to be a problem in a few of district buildings. The source has been identified at Rosemont and the sanitation process has taken effect. At Boeckman Creek the approach to eliminate them is more aggressive as the ants seem to be throughout the building. **6.18.2025** • Paperwork has been submitted and we are still waiting on a reimbursement from ODE. • The ant situation at Boeckman Creek has improved. In conjunction with IPM, ant traps are set up in the building along with trimming of tree branches and continued cleaning of affected spaces. **7.16.2025** • There is no update on environmental testing. The Healthy and Safe Schools Plan will be sent to the School Board for approval.	*Tressa Aplanalp*	*Ongoing*
Incident Reports **5.21.2025** • Eight incident reports were reviewed by the team. Several of these were accidental with no action required. For all others, Maintenance will check areas for any safety concerns. **6.18.2025** • The team reviewed eight reports. Maintenance will continue to check areas for any safety concerns. **7.16.2025** • There were two incident reports reviewed and the root causes were identified. Use of proper PPE use will be discussed at Safety Training on 7/31/25 & 8/1/25.	*Shyla Waldern & Jeremy Nichols*	*Ongoing*
Safe and Welcoming Schools **5.21.2025** • The Board will meet tonight to decide the size of the bond and what projects will be placed on the future bond.	*Jeff Chambers*	*Ongoing*

6.18.2025 • The Board approved the bond language for the proposed $185 million dollar bond. The proposed Capital Bond includes construction projects for all 16 schools. **7.16.2025** • This topic will be combined with Safety, Security and Technology Upgrades.		
OSHA Complaints **5.21.2025** • Proper training has been completed for employees who access roofs throughout the district. Another OSHA complaint has been brought forward. The complaint is regarding the rigging system in the PAC building at Wilsonville High School. There is no issue with the rigging system and citations issued were non-monetary. Once the citations are received, there is a 28-day period to make any adjustments. **6.18.2025** • The non-monetary citations have been received from OSHA. The district will address the complaints and will form another committee that meets monthly. **7.16.2025** • There are no updates. This topic can be closed.	*Jeff Chambers & Jeremy Nichols*	*Closed*
Employee Safety **6.18.2025** • Topics discussed will be items related to Employee Safety. This committee will meet on the third Wednesday of each month. **7.16.2025** • A new committee will form and we will update the roster to have representation from both Bargaining Units. Employees will be given information on how to report a safety concern. The items on the agenda will be employee specific and solutions will be found and recorded on the minutes. The minutes for Employee Safety will be separate from the monthly District Safety Committee minutes and the same committee will be present for both meetings.	*Jeremy Nichols*	*Ongoing*

NEW SAFETY COMMITTEE ISSUES/DISCUSSION:

1..
2.

NEXT MEETING: August 20, 2025 – via Microsoft Teams at 7:00AM

Meeting Minutes *were prepared by Mindy Schmitz (schmitzm@wlwv.k12.or.us). Please submit in writing any corrections to the West Linn-Wilsonville District Safety Committee prior to the next meeting date; otherwise, the minutes will stand as reported.*