

COAST UNIFIED SCHOOL DISTRICT

SAFETY COMMITTEE MEETING AGENDA

DATE: Tuesday, September 22, 2026
TIME: 3:30 PM
LOCATION: District Office

CALL TO ORDER

Safety Coordinator Ruben Campos will call the meeting to order. **Christie will take the place of Ruben**
Called to order 3:37 pm

ROLL CALL

Ruben Campos will take attendance of Committee Members:

Ruben Campos	Christy Heitmiller	Sheri McLain	SIPE Representative-Mike Bruffy
Megan Dedic	JoLynn Crow	Ed Arrigoni	Maria Sison
Christie Cosme	Whit Donaldson	Jill Southern	Celia Moses

MISSION STATEMENT

The CUSD Safety Committee is dedicated to building and maintaining a **positive** culture of safety **and wellness** through training, education, and policy development with the intent of achieving a safe, proactive, and a healthy working environment.

GOAL

The goal of the CUSD Safety Committee is to increase authentic and meaningful employee participation, eliminate accidents and illnesses **and improving employee wellness** by effectively involving Staff and Supervisors in identifying hazards and suggesting ways to eliminate and prevent them from occurring.

Approval of last meeting's minutes. 1st: Whit 2nd: JoLynn

Safety Committee						
Budget Report						
2026-27						
	BEGINNING BALANCE	BUDGET	REVENUE \$	EXPENSE	ENCUMBERE D	ENDING BALANCE
Grant Fund - 0066	\$ 345.51	\$ -	\$ -	\$ -	\$ -	\$ 345.51
Premium Rebate - 0071	\$ 6,568.87	\$ 3,800.00	\$ -	\$ -	\$ -	\$ 6,568.87
District Match - 0072	\$ 14,934.78	\$ 3,500.00	\$ -	\$ -	\$ -	\$ 14,934.78
Credit Funds - 0073	\$ 2,754.09	\$ 4,449.00	\$ -	\$ -	\$ -	\$ 2,754.09
Disc. Funds - 0073-0074	\$ (3,095.07)	\$ 3,170.00	\$ -	\$ -	\$ -	\$ (3,095.07)
Balances	\$ 21,508.18	\$ 14,919.00	\$ -	\$ -	\$ -	\$ 21,508.18
Revenues						
Expenses						
Beginning Balance + Revenues - Expense = Ending Balance						

-We will add funds from the District Match funds into the Discretionary Funds.

OLD BUSINESS

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

- ~~Should we order extra ergonomic chairs? What type?~~
- Air Conditioning units for classrooms-SIPE does not recommend for all rooms

NEW BUSINESS

Ruben will report/discuss the following:

- Statistical breakdown
- Fire Drill protocol: evacuate, wait for announcement, etc.?
- If you hear an alarm: evacuate with your hard hat, backpack, and fire extinguisher
- Staff should have a set plan in case of emergencies for their personal matters
- Does the district need an established policy for emergencies? Wildfire? Will be further discussed in cabinet by the superintendent
- Active Shooter Training-contact Hugo at SLOCO, Celia will follow up
- When did we last assess what is in our site safety kits? Backpacks? Storage Closets?
- Get a list from Ruben as to what we should have in safety backpacks; Christy will follow up with lists for site reps to evaluate at each site's next staff meeting

FUNDING REQUESTS

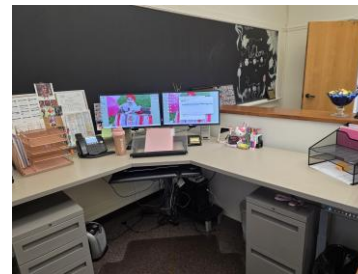
Ruben will report on the following; the Committee will vote:

- MOT-Protective Chaps 4 pairs= \$167.27 1 Christie, 2 SHeri
- Kendra Simmons-office items \$626.77-5 items based on ergonomic evaluation 1 Whit 2 JoLynn
- AED Machine-CGS \$1,461.00 need to go through Via Heart Project, Megan will follow up with them for a quote
- CGS-standing desks for Neer and Zepeda, ergonomic evaluation? Will follow up after evaluation
- Colleen Poynter needs a cord cover, Megan will follow up
- Yudilia Tomse needs a chair, choose from EC west, will reevaluate at the next meeting
- CGS dolly cart for office approved up to \$160 1 Christy 2 Whit

SAFETY INCENTIVE PROGRAM

Ruben will report on the following, and the committee will vote:

- SIPE Monthly Safety Topic, August- Trevor Neer
- SIPE Newsletter Trivia Winner - n/a
- Caught In The Act Drawing -
 - Perpetrator - Bryce Cherry, Sean Spradley, Christy Heitmiller
 - Agent-at-Large - Moises Jimenez, Alisha Enns
- Safety Concerns / Suggestions
 - Kendra Simmons fence, will be followed up with a work order
- Online Safety Trainings – Get Safety Trained Website: Candelaria Beltran, Maria Mora, Elle Louis, Jeff Mar= substitute teachers
- Get Safety Trained will become Public School Works, transition next year
- Clean Workspace-Jennifer Bautista nominated by Monica Melendrez, June



ACCIDENTS OR NEAR MISSES

Ruben will report on the following injury data, accident reports, and near-misses:

- none

EMERGENCY PREPAREDNESS, EVACUATIONS, FIRE DRILLS

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

- Cambria Grammar School- 8/24/26
- Santa Lucia Middle School-
- Coast Union High School- fire 9/2026

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?
- Pick-up area at SLMS needs to be reevaluated

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

- October 20, 2026

ADJOURNMENT

Ruben to order the meeting adjournment. 4:58 pm

Megan Dedic

Asst. Safety Coordinator