



OAK GROVE SCHOOL DISTRICT
SAFETY COMMITTEE MINUTES
March 24, 2015

In attendance:

Colleen Fanciullo
Oscar Ortiz
Yolanda Jauregui
David Van Deren
Neil Rauschhuber
Laurie Poublon-Ramirez
Julie Lee-Miller

Neil called the meeting to order at 3:45 p.m. Neil welcomed Laurie Poublon-Ramirez to the committee as the Teacher Representative.

The committee reviewed and approved the February Safety Committee minutes. Yolanda will post the minutes on internet.

Oscar called for committees to report out:

- a. Risk Management – Yolanda Jauregui reported out that Oak Grove had three preventable accidents. The committee discussed what could have been done to prevent the accident. Employees need to slow down and be aware of their surroundings. The three preventable were cutting with knife, necklace on fence line and hit thumb on table. Colleen questioned how a person caught a necklace on a fence. Do we need to examine the fence for hanging or frayed points? David will call Karen to get more information.
- b. Student Incidents – Mariane Pham was absent.
- c. Operations – David reported the following:
Hayes fence along perimeter is completed. They had runners in Special Ed. It was request to install fences.
Anderson had fences installed to enclose bathrooms. Children were going to the restroom in groups of three. Now they can go alone.
The M&O Handbook is in the hands of AFSCME. They want to meet as a group to review the handbook. Neil approved as long as it does not require overtime.
Maps are pending. Negotiating price. Maps will include fire exits, fire extinguishers and pulls, electric and gas turn offs, etc.

AHERA plan – a copy is at each site. We have received the plans on disc. David will send to Yolanda to post on the M&O website. They are currently conducting the 6 month review.

Signage for front door – Proof has been received. Waiting for Sylvia’s approval.

Staging area for DO – David will contact VTA.

Driver Safety Webinar – The White Fleet will receive training along with trailer safety. Oscar inquired about fencing at Oak Ridge. Neil explained the protocol is receive new fencing.

- d. Transportation/Custodial: Miguel was not present. Colleen reported he conducted a training session for substitute custodians last week.

- e. Site Liaison – Laurie Poublon-Ramirez: Laurie reported out:
 - HVAC at Herman is not consistent. It is either too hot or too cold. Could M&O be more proactive to inform teachers if it is too cold they can order a heater?
 - Davis had a leak in the room. M&O fixed the leak but did not clean up the water. Communication and being proactive needs to be improved. Neil stated new carpet has been installed in the room. We need to learn from this incident.
 - Herman Boys Bathroom- The sinks were broken. There was no way for the boys to wash their hands. Laurie bought sanitizer gel. Question is: are they in compliance with health codes? A portable hand wash station was never delivered even though M&O stated it was ordered. Neil stated they are working on making all bathrooms operational. So if one bathroom is down the other can be used. If principals want to lock one up due to supervision they can, but it will be operable if needed.
 - Cleaning of vents: teachers have complained about the health issues of dirty vents. Neil stated he is working on the process of Deep Cleaning for custodians. This would include filters, vents, carpets, etc. It will help with Indoor Air Quality concerns. It is critical to use preventable measures
 - Bugs: Cockroaches are traveling in to the sites with the cardboard boxes. Can the warehouse do something about the roaches? David will look into the concern.

Neil reported out standardized fencing will be installed for site frontage and back. There is a steering committee for the fencing.

HVAC

- f. 5 year plan review – Neil reported out:
 - i. Flip charts are pending on the site maps.

- ii. The District is working on a mobile EOC by converting an old surplus bus. It will contain a generator, supplies, etc. The District ICS team has received 4 hours of training to date.
- iii. Reported out that the chemical inventory is completed. The labs are in compliance with the California Science Safety Handbook of 2014. Neil asked for Oscar's assistance in reviewing and implementing the chemical hygiene plan. The process in the science labs are the main focus of the plan. Oscar stated the plan looked reasonable. The sites need to be trained and to follow the plan. Colleen stated we could train the middle school teachers at a staff meeting. There are more than one law that needs to be addresses: SDS, Bloodborne, Hazardous Waste, Storage, etc.

The summer newsletter was distributed for review. Neil suggested we put an article in the paper regarding school closure protocol. Colleen stated she was happy to do that. Please submit the article and she will fit it in. Joyce stated she would love to have something standardized. It is difficult if she requires the teachers to hand in the keys but the next site does not. The committee discussed the best way to implement a standardized protocol. Safety for employees was the first concern.

The Lead plan was discussed for approval. It was postponed to next month. The April agenda will include the approval of the Lead Plan, Playground Plan, Chemical Hygiene Plan and Summer newsletter.

In April Fire Prevention Plan will be distributed for review for a May approval.

The next meeting will be April 21, 2015 at 3:45.

The meeting was adjourned at 4:55.