



**OAK GROVE SCHOOL DISTRICT
SAFETY COMMITTEE MINUTES
FEBRUARY 23, 2016**

In attendance:

Fred Dickey
Miguel Cruz
Lorie Poublon-Rameriz
Karen Lemm
Yolanda Jauregui
Colleen Fanciullo
Oscar Ortiz
Mariane Pham
Kris Kamandulis
Sylvia Alvarez

Oscar called the meeting to order at 3:05 p.m. and welcomed all.

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

Oscar called for reports from the teams.

- a. Risk Management –Karen reported on preventable accidents in February.
 - a. The committee review the accidents to see if any were preventable and what measures can be taken to train employees.
- b. Student Accidents: Mariane Pham stated there were 28 student accidents for the month of February. The committee reviewed the accidents to see if any were preventable.
- c. Operations: Fred Dickey - The M&O Handbook was reviewed by Fred. Corrections have been submitted to Colleen..

Maps have been installed at most sites. A few of the Middle School maps are missing the gym. The will be revised to include the gym and reposted. Davis was also missing the Community Center.

Flip Charts – Still missing at a lot of the sites. Fred and Colleen stated they are not visible at many sites. Oscar will check with Ruth to see which sites signed and which did not receive the charts. Karen stated DVD handed them out at the DO.

Alarm System –The system connecting all buildings is pending. The quote that was given to the District just to access the system was very high. Miguel needs to research further..

Training for employees that missed the December Safety Training attended a makeup session on February 17th.

March 29th the M&O will attend the third quarter training. The topics will be Hazardous Material, Hazardous Waste Disposal, Global Harmonized System changes, SDs, Chemical Hygiene, Fire Prevention, Fire Extinguisher, PPE and Excavation/Trenching.
The four quarter training will be June 13th.

- d. Transportation/Custodial: Miguel Cruz - The Custodian Handbook is being reviewed by Miguel.

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Training –The next quarterly M&O training to meet OSHA compliance requirements will be during the Spring break. The topics will be Hazardous Material, Hazardous Waste Disposal, Global Harmonized System changes, SDs, Chemical Hygiene, Fire Prevention, Fire Extinguisher, PPE and Excavation/Trenching.
The four quarter training will be June 13th.

Bus drivers will conduct an evacuation training for students in March.

Accidents – There was one bus accident. No injuries were reported. No students were on board. The bus driver saw a spider on the steering wheel. He went to grab a tissue to remove the spider causing him to hit a parked car. The car is possibly totaled. The Bus damage is approximately \$25,000. The driver was driving to a yard duty assignment. Miguel viewed the camera footage of the incident to help evaluate cause and possible need for training.

- e. Site Liaison – Lorie Poublon-Ramirez -
Lorie reporting for Becky: Red bag response is low. There does not seem to be consistency between sites. Maybe more effective if we send a suggested standardize red bag content list to sites to use to evaluate their bags. After the evaluation is completed, send in a report to Ruth on site needs. Colleen will create the check off list for the March meeting by combining Becky's and County's. The committee can approve the list in March.

Lorie asked about the water quality. Will pipes be worked on?. Herman is being modernized by pipes were not part of the plan.

Lorie also asked about water supply in the science room N-1. The plumber stated they could not have water in the room. It is a requirement to have water and an eye wash. Fred will look into it. There is no current supply of water to the room.

PE Lockers – Can teachers have input? Fred stated we must follow the current cement footprint that is currently there. The layout will be basically the same.

Weed control – Will weeds be sprayed? Miguel stated the rains in December delayed the spraying of weeds. They will be rescheduled for the spring break. Miguel stated we contract

out pesticide spraying due to the requirement to hold a QAL certificate. A current employee is working toward being certified so we can take pesticide spraying back in-house. We can then spray “as needed”.

Fields with holes – safety concern. Fred stated we had a student with a broken ankle due to holes in the field. Place a work order in school dude and he can look at it.

Lorie asked how teachers know when something has been fixed. Fred walked Lorie through School Dude and how to see the status.

- f. 5 year plan review – Colleen reported out the needs at the sites to standardize lockdown procedures. It is not consistent how classrooms lockdown. Some classrooms are extremely vulnerable. Other classrooms do a great job. The police, crime prevention and Colleen have completed almost all the school drills. The most effective and least expensive method of locking down the main doors is a yellow nylon strap with a buckle. Examples of the strap was displayed for the committee. Colleen estimates the cost of the strap and buckle to be \$2.00. If she could get the number of doors at a site, she could put a budget together for Laura Phan. The method should not be costly. The suggested method for interior doors is a latch lock on both sides of the door. Installation of the locks were discussed.

The Safety Committee reviewed and approved the DO Safety Plan pages 1 through 40. Karen and Sylvia made one change. Colleen will update the section. The committee will review the next 40 pages and report back edits. The 40 pages will be approved at the following committee meeting. By June the DO should have a DO Safety Plan in place.

The Electrical Safety Plan was approved. Back Safety Plan was distributed for homework.

Kris handed out OSHA updated for 2016.

Meeting was adjourned at 4:00

The next meeting will be March 15, 2016 at 3:00pm.