



OAK GROVE SCHOOL DISTRICT
SAFETY COMMITTEE MINUTES
November 17, 2015

In attendance:

Neil Rauschhuber
Brian Brown
Miguel Cruz
Lorie Poublon-Rameriz
Becky Schwartz
Mariane Pham
Oscar Ortiz
Jeanette Edwards
Yolanda Jauregui
Colleen Fanciullo

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

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

Neil called for reports from the teams.

- a. Risk Management – Neil gave the report for Karen on preventable accidents in October.
 - a. There were 8 accidents in the month of October that were preventable. Work orders will be submitted for uneven sidewalk at the DO. Work orders were not required. The accidents were due to employee carelessness.
 - b. The trip and fall had Ledesma from the previous Safety Meeting report was addressed. Neil moved the crosswalk and put up railing.
- b. Student Accidents: Mariane Pham gave a report for the month of October. There were 29 accidents. The committee reviewed the accidents to see if there was a pattern. Herman had the most accidents but there did not seem to be a pattern to be concerned about.
- c. Operations: Miguel Cruz - The M&O and Warehouse Handbooks are being reviewed by M&O for updates. The handbook has been given out to employees and union. There has been no communication since October. Neil told Colleen to move forward.

Maps have been installed at the sites. Herman reported they did not have them. Neil contacted the architect firm that was responsible for installing the maps. Becky also asked if each site could have five additional maps for the arc.

Flip Charts – The committee has not seen them at the DO. Lori also reported Herman did not have theirs hung.

Alarm System –The system connecting all buildings is pending. The current alarm system at the DO will be updated to match schools. It will require 6 to 7 panels. Cameras will also be installed in the parking lot and all entrances. The camera will be motion activated so it is not filming all night when nothing is happening. The film footage will be easier to view if there was an incident. The District is using Verizon which was IT's recommendation.

Roofs are being cleaned to prepare for the rainy season. The team has been working on gutters and trimming trees.

- d. Transportation/Custodial: Miguel Cruz
The Custodian Handbook is still being reviewed at the DO.

The Transportation Handbook has been reviewed and has been submitted for the corrections. Colleen will do the updates by the end of the week. We should be able to go to print by December 1st.

Training –The next quarterly M&O training to meet OSHA compliance requirements will be during the Christmas break.

Accidents – There was one minor accident for the yellow fleet. A mirror was clipped when backing up.

- e. Site Liaison – Lorie Poublon-Ramirez

Indoor Air Quality – Has it been discussed how vents will be cleaned? Neil stated custodians will be trained on how to clean the vents. The Skilled Trades guys will change the filters quarterly. The concern from last month in room 217 and 222 were spoken to and all expectations have been met. Lorie asked about the duct work. Will we be contracting with someone to clean the vents at least once a year.

Standardize red bags and contents. Lorie will ask again at the union meeting. It may be better to approach principals. There should be a process at each site to inventory and fill the bags each year. Colleen will compare the list Herman uses with hers. A standardize list will be presented next month.

Lorie reported there was a water leak. The ceiling tiles have not been replaced. Brain stated the tiles are old and obsolete. It is very difficult to find replacements. Lorie also stated the wet carpet was not addressed. It took 3 days for the carpet to dry. Miguel stated the team on the work order realized they missed the carpet clean up. A team was sent in after the report to clean the carpet.

Park View – Neil reported there was an AC leak at Parkview. Asbestos was reported. It was controlled and cleared without an incident. Staff and students were not exposed to the incident. After the initial report, 36 air quality tests have been taken to make sure there is no further danger. The plan is to remove over 5,000 feet of popcorn ceiling. A permit must be pulled first.

Miner kitchen – The paint is being tested for lead after a complaint was submitted.

OSHA complaint – The district garbage truck leaks human waste. Neil posted the complaint and is sending the District's response tomorrow. The district garbage truck does not pick up human waste. Neil is having the truck tested to make sure it is not leaking any form of human waste; such as vomit.

Lights at DO – The lights are not coming on at night. It is dark. Miguel will inform the custodian to override the EMS until the controls can be changed out.

Colleen reported that disinfecting wipes are considered pesticides. Teachers can no longer use them in the classroom. If they want to use them, they must attend the Pesticide Usage in School Training. Colleen will put in the spring newsletter. Colleen asked Lorie to tell the teachers at the union meeting.

- f. 5 year plan review – Neil reported out.
DO Safety Plan will be reviewed by Oscar. It is align with the SB187.

The District's Lockdown Drill was canceled. The DO needs to prepare or it will fail. The drill was rescheduled for January 20th.

The next fire drill is December 8th at 10:00. Neil will send a letter out to the DO.

Neil would like to DO to debrief on the Great Shake Out. The drill went great but some people were not sure of their duties. Neil stated the group will be slip into two groups again to review the process and to get input.

The winter newsletter will be published tomorrow.

The General First Aid Plan was approved. The Hand & Portable Tool Safety Plan was distributed for homework. An approval will be called for at the December meeting.

Meeting was adjourned at 4:00

The next meeting will be December 15, 2015 at 3:00pm.