



DAK GROVE SCHOOL DISTRICT
SAFETY COMMITTEE MINUTES
June 25, 2018

In attendance:

Neil Rauschhuber
Colleen Fanciullo
Yolanda Jauregui
James Moreno
Karen Lemm
Terri Anaya
Anthony Valdez
Laura Strickler
Martha Prado

Neil called the meeting to order at 3:05 p.m. May minutes were distributed and approved. Yolanda will post on the internet.

Neil announced this will be the last meeting with Karen Lemm and Anthony Valdez. Karen is retiring and Anthony is moving on to other opportunities. Karen's replacement will be Rhonda Wood.

Neil asked Oscar to be the chair of the Safety Committee beginning in July. Neil will be leaving in November. He also asked Terri to be the Co-Chair.

Neil also asked Oscar to get a Principal to join the committee. Oscar has been filling the shoes but now as chair he needs a representative.

Committee Reports:

Karen Lemm gave her report for Risk Management for May

In May there were 7 injuries. Five of the employees received medical attention. Three of the incidents were deemed preventable. Only one required a work order to fill a pot hole. James will follow up.

Mariane Pham was absent. She will send her report at a later date.

Anthony reported out for M&O, Custodial and Transportation

James will be reporting out in the future, along with Terri, for Operations.

Training for M&O was on June 25th. The fall training will be August 10th.

There was an accident. An employee broke his nose when a table turned over on him. He is back to work. The accident was not due to carelessness. He was moving items off the table when the table shifted.

Anthony reported out for Transportation:

Training for Transportation will be August 13th.

Anthony wants to commend Teri for a great summer school start. The first week went well due to Teri's monitoring and extra care.

Site Liaison report: Martha had nothing to report. She did ask the question "Who determines if an accident was preventable or not?" Karen stated the form the employee fills out asks the question. Then when she gets the accident she evaluates HOW the accident happened. If she feels the accident could have been prevented by slowing down, paying attention to your surroundings, training, carelessness...etc. It is a good tool for the supervisor to use when speaking to the employee about the incident. It also helps the Safety Committee know if there is an action that needs to be done, such as a work order or further training.

CNS report: Terri reported the training for the kitchen staff will be September 16th. She reported the kitchen chemicals have been entered in 3E. Also, Equal Lab is updating the equipment at all sites.

Terri had a concern about the lift on the delivery truck. When it goes to Stipe because of the uneven levels of the ground, the lift keeps breaking. Neil suggests they use the entrance off Lean. He stated Grounds also uses that entrance.

Colleen reported out on the 5 year plan:

SB187 updates are in progress. Colleen will send Oscar the updated template for the two goals required for the plan. He also is aware the ICS chart must be updated. The goal for a deadline for all documents due is the beginning of October. The goal is to have Board approval in October. Colleen will update the main body of the master plan this summer. She will include all the new requirements including after school care and on site programs.

Each school site will have a section after the master document that will be an attachment including site specific charts, maps and goals.

Colleen sent out the dates for training and the option for the sites to conduct the training on their own. Four sites still have not responded. Colleen will wait until the 29th and then release those dates for other schools.

Neil stated the Great Shake Out was moved from the 16th to the 18th. Due to the move Neil and Colleen will not be available. Neil also reminded Oscar Anthony, Fred or Karen will not be there. That leaves a whole new crew running the teams.

The July Safety Meeting was canceled due to low attendance.

The next meeting will be August 27th at 3:00pm.

Meeting was adjourned at 3:55 pm