

**OCEAN VIEW SCHOOL DISTRICT
SAFETY COMMITTEE MEETING
June 12, 2019**



MINUTES

1. Call to Order

The meeting was called to order by Cindy Pulfer, at 3:06 p.m. in the Educational Services Conference Room. In attendance: Cindy Pulfer, Administrative Assistant, Administrative Services/Risk Management; Sue Broderson, Westmont Principal; Jenna Landero, Oak View Principal; Steve Hunter, CSEA/IT; Shelly Fernandez, Health Tech; Gingi Borg, Director, Transportation; Patti Bray, Workers' Comp; Jim Riner, Director, Food and Nutrition Services; Brandi Thompson, Department Secretary, Food and Nutrition Services; Susan Biegel, District Nurse; and Craig Sample, Maintenance Supervisor.

Not in attendance: Dr. Michael Conroy, Deputy Superintendent; Marci McLaughlin, OVTA Rep; Cari Ciarrocchi, Special Education Representative; Nicole Baitx-Kennedy, Director, Child Development, and Kim Slack, Maintenance Supervisor.

2. Approval of Minutes

The minutes of April 10, 2019, were reviewed and approved by the Committee.

3. Vandalism Report: April 1, 2019, through May 31, 2019

Based on work orders coded to vandalism:

- April 2019 – 54 labor hours / \$2,830.94 at 9 sites
- May 2019 – 54 labor hours / \$3,151.70 at 9 sites
- TOTAL - \$5,542.64 (105 labor hours)

2018-2019: \$15,476.42

2017-2018: \$13,988.29

2016-2017 Total: total unavailable

2015-2016 Total: \$22,428.19

2014-2015 Total: \$30,304.71

4. Student Injury Report Summary: April 1, 2019, through June 12, 2019

The Student Accident Report Summary was reviewed and reflected 17 student accidents reported.

2018-2019 Total: 116 accidents reported

2017-2018 Total: 108 accidents reported

2016-2017 Total: 110 accidents reported

2015-2016 Total: 112 accidents reported

2014-2015 Total: 183 accidents reported

5. Workers' Compensation Summary Report: April 1, 2019, through June 11, 2019

10 Workers' Comp claims / 22 declinations / 1 First Aid claim

2018-2019 Total: 31 WC Claims / 49 declinations / 1 First Aid Claim

2017-2018 Total: 36 WC Claims / 93 declinations / 2 First Aid Claims

2016-2017 Total: Unavailable

2015-2016 Total: Unavailable

2014-2015 Total: 71 WC Claims and 69 declinations.

6. Old Business:

- Cindy P. provided an overview of the Fencing Committee, their recommendations to the Board of Trustees, first reading for information of the Board Policy and Administrative Regulation. Phase I of the fencing for Village, Circle, Golden, Lake, Hope, and Harbour, will continue through the summer. Discussion centered around dogs on campus, nothing good happens after dark on a school site, people should not be on a school site after dark, happy that schools will be fenced and secured during the school day, will keep homeless, dogs, wandering neighbors off site during school hours.
 - Requested to look into the gate at the Interim site being moved so that the campus could be closed with only one entrance during the school day.

7. New Business

- Safety Credits – The District used all of the Workers’ Comp Safety Credits and will be reimbursed by the WOCWCJPA for \$24,095.00. A list of purchases to be sent to the Committee members.
- Briefly discussed some new changes coming to the EMNS/Activate system.
- Discussed knowing the difference between Shelter-in-Place and Lockdown and what would be an easy way to share/clarify with the site staff. Provide a small poster for classrooms – would be nice for substitute teachers and parents in the classroom. Discussed the Drill Logs on the Google Sheet. Jenna Landero shared that a total surprise lockdown is a great way to find your weaknesses and to share the importance to the students.
- AEDs – training/maintenance/google sheet log. Susan Biegel, District Nurse clarified who in the District is required to have a recertification training for CPR/AED and First Aid. The District provides training to SOMs, SOCs, Health Techs, and Child Care. Transportation receives briefings/trainings on first aid and CPR/AED; however, bus drivers train and recertify through CHP.
 - Currently, the District has AEDs located at all four middle schools, Westmont, Transportation, Facilities, D.O. Building E, and D.O. Building C. Every six months the batteries and pads need to be checked for expiration. In addition, the AED needs to be tested. It was determined that the Health Tech should most likely be the person to perform the tests and record on the google sheet

8. Adjournment

There being no further business to conduct, the meeting was adjourned at 4:09 p.m. Next meeting is Wednesday, October 16, 2019.