

Safety Committee Meeting

October 27, 2020

3:30 p.m.

Zoom meeting

Agenda

Committee members

Tenneal Wetherell
Cynthia Barthuly
Mike Baumer
Terry Plotz
Donna Johnson
Kathy Metzger
Sharon Rebischke
Lisa Wendel
Bobby Wheaton
Tammy Yeager

Chairperson
Administration
Safety Officer
Licensed representative
Licensed representative
Confidential representative
Gold Beach representative
Behavior Team representative
Classified representative
Classified representative

I.CIP Goals

- a. Develop and implement organizational safety goals by June 30, 2021.
- b. Identify safety campaign needs by October 1, 2020 and implement based on campaign's action plan and due dates.
- c. Analyze injury data monthly, intervene and pinpoint necessary organization wide trainings based on injury data by August 30, 2021.
- d. Safety team will evaluate COVID protocols monthly, identify/address concerns and assist with the development of protocol implementation and report the summary of data by June 30, 2021.
- e. Develop and implement OSHA safety team goals based on data needs by June 30, 2021.
- f. Given that SCESD is in the high cost risk pool, the safety team will monitor the rate of 801s monthly, determine if organization wide interventions are necessary and intervene as needed by June 30, 2021.
- g. Given the variety of catastrophes that could transpire at any organization (i.e. earthquake, environmental disaster, intrusion etc.) SCESD will have detailed plans and staff training for at least three identified catastrophes by June 30, 2021.

II. Action Items to review

ACTION – Kathy to add a column to the data set indicating the number of years the staff have worked for the ESD by October meeting. **Complete by 8/30-Need Kathy to update team on this**

ACTION ITEMS FROM OCT. MEETING

ACTION – Work with Maintenance to resolve sound quality in the ECC. **Complete by 8/30. Parts ordered. Waiting for electrician to get back to us.**

ACTION – Tammy to have a substitute book in the ECC room. **Follow up with Tammy in August/Sept for completion/due date. Need to get an update from Tammy**

ACTION ITEMS FROM SEPTEMBER MTG

Action: Kathy to get bundle telephone cords in the boardroom by 10/15

Action: Tenneal to email Audiology and ask to remove the cardboard between the hearing booth and the wall by 9/23/20

Action: Tenneal to reach out to OT to ensure there is walking space in their office by 9/23/20

Action: Tenneal to reach out to Parenting Hub to help them understand how to keep the area clean and free of trip hazards while going through their items by 9/23/20

Action: Implement the shelf placement document at the next inspection time. Kathy to order tape colors, Tenneal to write email to in house staff, facility inspectors to place take and hang signs by December 1, 2020

Action: Kathy to send the list of OSHA safety training to Donna by 10/15/20.

Action: EOP team meet every 6 weeks to work through annexes -ongoing

Action: Team agreed to adopt the safety campaign with minor edits

III. Minutes

- A. Review/approve minutes.

IV. Reports

- A Review of 801's / Accidents
- B Fire Drill/Classroom Drills
 - CB office
 - GB office
- C Behavior Team
- D SAIF report

V. Old Business -

- A Baseball field
 - Cars speeding
 - Cars coming in the wrong way
 - Parking on basketball court and other areas
- B EOP update
- C Safety Campaign
 - Blood spill
 - Hep B
 - COVID protocols
 - Safety Ticket implementation by 10/30
 - Include Technology safety in the Safety Ticket?

VI. New Business

- A Draft Exposure Control Plan
- B Fire Drill procedures write up
- C Update Safety Committee webpage
- D Safety concerns from Sunset ALS classroom

VII. Future

- Go bags/emergency items for Gold Beach to be purchased next fiscal year.
ACTION – Kathy to price and order by 9/30.
- **ACTION – Set up Parking Lot Slow Down/Donuts for Drivers for 9/20.**
- Cynthia will work with Tammy and Lisa to provide a continuity of ECSE services, how they currently work, how to help them work better.

**Next meeting – DATE CHANGE DUE TO THANKSGIVING WEEK
Tuesday, November 17th at 3:30 pm in the board room/via Zoom.**