

Minutes

San Benito High School District Safety Committee Meeting:

Date March 11, 2013

This meeting called to order at 2:05 P.M. in Room 135 by Rob Zimmerman.

Present at the meeting: Doug Evers, Rob Zimmerman, Christina Hval, Jill Ichien, Melody Gomes, Carol Heiderich, Bryan Smith, Mercedes Berglund, Stan Rose, Karen Zanella, and Alicia Breckenridge.

Absent from meeting: Kristy Urbina, Elizabeth Martinez, Jennifer Henig, Debbie Fisher, Adrian Ramirez, Juan Robledo, Renee Reed and Mike Schurig.

Approval of Minutes: January 14, 2013 approval of minute's motion by Karen Zanella, 2nd by Melody Gomes, all agreed to approve minutes.

Report from Site Safety Committee: Doug Evers said that there were 3 recordable claims this year and a few that were not recordable. Doug stated that they expect to pay out around \$93,000.00 and that there is a total of thirty-three lost days of work at this time. This is a good number for San Benito High School. We are at our lowest incident rate since the 2006/2007 school year. It was mentioned that only two of the claims went to the doctor: one for a fall off a ladder (this person's second incident) and one for a lifting injury. The third injury was a re-injury when a special education student hugged the person from behind. Jill Ichien suggested the re-injured person be switched to a low contact class such as an RSP class. Doug stated that it looks like we should have a significant reduction if the current trend continues.

Safety Budget Status: Melody Gomes reported that budget activity included purchasing of a chair and banana board for one employee and two additional banana boards for other employees at a total cost of \$852.25. Melody reported that we still haven't received our safety dollars from the San Benito COE. Melody is in contact with the San Benito COE and Doug Evers regarding the location of the missing safety monies. Doug Evers stated that he had called the Santa Cruz COE and they said that the monies were sent to the San Benito COE for disbursement with the reference of San Benito High School on the check. San Benito COE still has not gotten back to Melody on this matter. Doug has called the Santa Cruz COE for the bank clearing information on the check and is still waiting to hear back on the status.

Synopsis of Injuries update: Carol Heiderich said that there were three new incidents since the January 14, 2013 meeting. They were a hand smashed in a gate, a hand smashed in a door (same employee different dates) and one that was hugged from behind by a special education student that re-injured their neck.

District Statistical Analysis: None

Old Business: Melody Gomes said that all new employees are completing safety training. The safety training by existing employees has slowed down due to the fact that all cafeteria and

transportation employees have completed theirs for this year. The teachers still seem unclear that they should be doing the trainings as well. Someone needs to go to a certificated meeting to instill in the teachers the need to do the trainings.

Rob Zimmerman said that he will be able to get the ladders out to the classrooms soon now that he has a full maintenance crew again. Rob mentioned that the ladders will be marked for the specific room they will be placed in and will have a sticker on them that states they were provided by the safety committee. Carol Heiderich will add this to the year-end check off sheet for the teachers.

Rob stated that he had ordered 50 lock blocks at \$10.00 each. The list that Ali Breckenridge had compiled list that consisted of about 38 rooms that currently need lock blocks or need them replaced. Rob said that he looked at the new style of lock block they had and determined that they would be too easy to be removed and was unsure if they would actually last any longer.

Rob stated that the blinds for offices and the cafeteria were ordered by Danny before he left. Rob will have his new employee, David, start installing them soon. Rob commented that to tint the windows we would need to go through a car shop that does tinting or we would need to replace the windows with pre-tinted glass. He is still looking into the feasibility and cost of tinting.

Stan Rose gave an update on the Nash Road project. Stan spoke with Pipal and was informed that Shirley (with County) has it on her desk but it will be another 6 weeks for a draft MOU back from Pipal. The project is not on the top of the county's list and gets pushed aside as needed. Stan stated that he still has a good feeling it will get done, but it will take time. Mercedes Berglund said that people are now paying attention to the stop signs. Mercedes stated that she is still working on getting the cross lights fixed.

Rob said that the cost to do carpet tiles in the entrance of the main building would be \$1050.00 with installation. The carpet tiles are washable and removable if damaged or dirty/wet. Melody Gomes would like the color of the tiles to be decided by the safety committee. Rob said that the carpet is a tight weave indoor product. Rob said it would take 2 hours on a Saturday to install.

Rob also had a quote for oak hand rails to be installed in the entrance where the 2 steps are and up the ramp to the second story. Melody asked why he quoted oak instead of metal. Rob said that he got the quote for oak so it matched the cap that is already on the second half of the ramp. Stan asked what the upkeep on the oak would be. Rob answered that routine checking of the bolts that hold them to the walls (would need to be done with wood or metal) and sanding and staining when necessary. The cost would run \$1596.00 purchased and installed. Stan would like to get Debbie Fisher's thoughts on the rails. Melody is worried about the cleanliness of the oak. Rob decided to table a decision on the handrails and carpet tiles until the next meeting. He will bring a sample and color scheme to that meeting.

Rob Zimmerman reported on the tarps and electric rollers. A price was quoted quite a while ago, but with the road block of getting groups to contribute it is possibly out dated. Comments from the function during the week of March 4 were that the tarps were ugly, smelly and dangerous

(lots of eyes noticed). Tarps are currently used to save the floor so the basketball teams don't slip and fall. It was suggested that they be left out for PE use as well. Rob stated that the concerns with the midgrade are the weight and roller. Would need a location to store it where they would be protected and easily accessible. Rob stated that a store room could be built by the dance room to store the tarp. We can move the charging station and other upgrades to make it work. Tarp will be heavy to move without a motor. Tarp will be used primarily in the Mattson Gym. Juan Robledo is for buying the tarps and has plenty of money to help purchase it. Rob commented that instead of stripping the floor there is another process for finishing the floor. He got a quote of \$800. Juan commented that the floor needs to be restriped that the volleyball court is not regulation size. Rob stated it would run \$26,000.00 to sand and refinish the floor completely. Tod argued why there is a need for tarps when the floor looks so bad. A decision was tabled until the next meeting.

New Business: Rob Zimmerman explained the problem we are having with locks on the gates. Karen Zanella read parts of staff member email regarding the same. Doug Evers questioned if the injury mentioned is a true injury. Doug asked Rob what it would take to replace with cables or add links to the chains. Rob discussed changing the gates to the newer style by the 290's and breezeway. There are 5 gates on the main campus and 6 more in other locations on campus for a total of 11. The cost estimate for 8 foot double gates is \$1800. Rob will look into pricing for braided cables and tools needed to modify existing gates. He can also educate staff on the correct way to lock the gates. There have been no other complaints about the gate locks from staff. It was also commented that staff are leaving the gates unlocked at break or other times of the day when they leave for a short period of time, which is another issue.

Meeting Adjourned at 3:23 P.M. Motion by Melody Gomes seconded by Christina Hval

Rules of the Safety Committee Responsibilities: **Next meeting May 13, 2013**