

Minutes

San Benito High School District Safety Committee Meeting:

Date: September 10, 2012

This meeting was called to order at 2:06 P.M. in Room 135 by Debbie Fisher.

Present at the meeting Doug Evers, Christina Hval, Kristy Urbina, Jill Ichien, Melody Gomes, Debbie Fisher, Carol Heiderich, Mercedes Berglund, Stan Rose, Karen Zanella and Alicia Breckenridge.

Absent from meeting: Rob Zimmerman, Elizabeth Martinez, Jennifer Henig, and Adrian Ramirez

Approval of Minutes: May 21, 2012 approval of minute's motion by Karen Zanella, 2nd by Melody Gomes, motion to approve minutes carried.

Report from Site Safety Committee: Tabled until next meeting (November 5, 2012).

Safety Budget Status: Melody Gomes reported that in current year 2012/2013 a total of \$334.02 was spent on a banana keyboard for Karen Zanella. There was a total of \$8,124.12 leftover from the 2011/2012 fiscal year. When questioned by Melody Gomes and Debbie Fisher, Doug Evers stated that we will receive all three tiers of pay for the 2012/2013 fiscal year. Alicia Breckenridge questioned Melody Gomes on whether the invoice for the ramp behind the cafeteria had been paid out of safety. Melody stated that it had been and was done in the 2011/2012 year.

Synopsis of Injuries update: Carol Heiderich reported that since May 21st meeting there were a total of 3 claims, one for lower back pain, one for repetitive motion injury to the thumb, and one for a foot contusion. Carol stated that there were an additional five incidents. They were one slip on a ladder that resulted in a bump on the knee, two in food service a burn and an arm caught (separate incidents), and two were trips one during summer school where they tripped over a students' foot and one where they tripped on the carpet.

District Statistical Analysis: Doug Evers reported that incurred claims had climbed in 2009/2010 and 2010/2011, but had decreased by 2011/2012. The 2011/2012 was more on par with our average claims per year. Carol Heiderich questioned the numbers shown in the open claims column. Doug stated that some of the open claims go back twenty years. There are eighteen open claims that have been since 2006/2007 and the additional ten open claims are from before 2006/2007. Doug complimented Human Resources on the fact that there were no lost days due to injuries last year.

Old Business: Rob Zimmerman's items were tabled until the November 5, 2012 meeting.

Melody Gomes stated that the online training was still in effect and that we are still offering incentives (\$5 gift card to Starbuck's or Subway) to individuals who complete five online training sessions. When questioned if they employees could repeat trainings done prior Melody stated that yes they could. Debbie Fisher requested that training be brought up at the next supervisor meeting. Carol Heiderich questioned if there was a limit on the number of trainings that could be completed. Doug Evers stated that no there was not so long as they are applicable to the employees position. Doug questioned who was responsible for setting up the test modules and Carol stated that she was responsible for the setup. Doug stated that five modules should be mandatory. Doug also stated that there is a new spreadsheet of available modules and that he would make sure that Carol Heiderich got a copy of that.

Doug suggested that the new ladders be labeled in some way that they were provided by the safety committee and the storage location of that ladder. Juan Robledo questioned if an eight foot ladder had been purchased to replace the old one he had. Alicia Breckenridge stated that no eight foot ladders were purchased with safety money. Carol Heiderich moved to get an eight foot 1A rated fiberglass ladder to replace the one currently stored in Juan's room. Kristy Urbina seconded the motion. Motion carried unanimously.

Stan Rose reported that the Nash Road closure Memoranda of Understanding has been moved aside to focus on the Riverbed Project. The drafting of the agreement staled while the architects are doing their drawings. Stan stated that they are still looking to do the road closure in the next two years. Doug Evers questioned if they would do a Memoranda of Understanding in the interim and Stan stated that since it wasn't to their benefit that they would not.

New Business: Melody Gomes questioned the reason for the carpets in the main building lobby. Debbie Fisher asked that this be added to new business on the November 5th meeting when Rob Zimmerman would be in attendance to address these questions and concerns.

Karen Zanella brought up the need for hand rails in the front entry and the main entry stairs as well as up the ramp to the second floor. Debbie also requested that this be added to new business on the November 5th meeting when Rob would be in attendance.

Debbie Fisher brought to our attention that there have been issues raised in regards to fragrance in particular perfume and cologne. Jill Ichien stated that she is allergic to fragrance and that it gives her migraines. She stated that when it has been an issue in the classroom she will address the person wearing the fragrance and make them aware of her issue. The person has always understood and stops wearing the fragrance. Debbie asked Doug Evers what he has seen in other schools. Doug stated that is usually the cause of perfume being worn in excess. Some schools have made themselves a voluntary fragrance free zone. Melody Gomes questioned why we don't contact the people who may be unknowingly affecting someone. Doug suggested emailing the staff regarding becoming a voluntary fragrance free zone. If the problem is with students in the classroom it was suggested to mention it directly to the student that it is an issue.

Mercedes Berglund asked if the campus security shirts would be covered under the safety funding. Debbie Fisher asked for input on safety purchases. Carol Heiderich stated that since it makes security more visible and easily recognizable that it should be covered under safety funds. Carol moved to let Mercedes purchase 15 shirts out of safety funds. Karen Zanella seconded. Motion carried unanimously.

Juan Robledo stated that the tarps to cover the gym floors are getting really old and are becoming a tripping hazard. ASB looked into voting to use contingency funds to replace them. Juan stated that Rob Zimmerman found some for \$12000.00 that roll up and are a heavier duty construction. Debbie Fisher questioned if safety funds could be used to help cover the cost. Doug Evers would like to see safety cover the cost of an electrical reeling device. Debbie asked Juan to talk with Rob costs for tarps and electrical roller.

Alicia Breckenridge asked if there were any objections to the proposed meeting dates. No objections were expressed. Future Meeting dates are November 5, January 14, March 11, & May 13.

Meeting Adjourned: 3:09 P.M. Motion by Karen Zanella seconded by Juan Robledo.

Rules of the Safety Committee Responsibilities: **Next meeting November 5, 2012**