

**TULARE COUNTY OFFICE OF EDUCATION
SAFETY COMMITTEE MEETING
MINUTES**

Board Room - Education Building
April 26, 2005

The meeting was called to order by Rich Graham at 8:30 a.m.

PRESENT

<input checked="" type="checkbox"/> Rich Graham, TCOE	<input type="checkbox"/> Kelly Forney, BMI
<input checked="" type="checkbox"/> Donna Martin, Special Services	<input checked="" type="checkbox"/> Theresa Porter, Migrant
<input type="checkbox"/> Marv Cunningham, TCSIS-JPA	<input type="checkbox"/> Candy Hilvers, School Health
<input checked="" type="checkbox"/> Susan Scott, Human Resources	<input type="checkbox"/> John Sanchez, Child Care
<input checked="" type="checkbox"/> Roger Beavers, Maintenance	<input checked="" type="checkbox"/> Breck Klawitter, Keenan
<input type="checkbox"/> Loreen Valentino, SEE	<input checked="" type="checkbox"/> Jeanne Nava, Human Resources
<input type="checkbox"/> Ray Chavez, Child Care	

MINUTES

The minutes of the meeting held on January 11, 2005 were approved.

INJURY/ILLNESS REPORT

Breck provided and discussed a three year look at workers' comp claims reports for TCOE and Child Care. Injuries have fallen (no pun intended) for three years in a row. Breck commented that when an employer has an active follow-up process to employee injuries, the number of claims goes down.

OLD BUSINESS

Kelly was unable to attend the meeting but provided a copy of the folder handed out at the April 11 and 12 Workers' Comp workshop. Susan Scott commented the information discussed during the workshop was very beneficial.

NEW BUSINESS

1. Lockout/Blockout information may be provided at a later meeting.
2. Rich provided an overview of the recent evacuation drill at the Doe Ave. Complex. During the drill it was learned that a portion of the bell system did not function. The system was repaired immediately and now operates correctly. All other aspects of the drill worked out well.
3. Issue One, 2005 of the *State Fund Safety News* was distributed.

OTHER

Jeanne Nava reported on a recent workshop she attended that stressed knowing emergency escape routes prior to an emergency situation occurring.

NEXT MEETING DATE

May 24, 2005, 8:30, TCOE East Conference Room

ADJOURNMENT - The meeting was adjourned at 9:05 a.m.

Cc: Jim Vidak
Dr. Pansy Ceballos
Dr. Marilyn Rankin
Jeanne Nava
Ray Chavez
Louie Perez