

TULARE COUNTY OFFICE OF EDUCATION
SAFETY COMMITTEE MEETING
MINUTES

East Conference Room - Education Building
March 4, 2008

PRESENT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> John Caudle | <input checked="" type="checkbox"/> Kelly Forney, BMI |
| <input checked="" type="checkbox"/> Marie Holguin | <input checked="" type="checkbox"/> Magdalena Milward, Migrant |
| <input type="checkbox"/> Candy Hilvers, School Health | <input type="checkbox"/> John Sanchez, Child Care |
| <input checked="" type="checkbox"/> Susan Scott, Human Resources | <input checked="" type="checkbox"/> Breck Klawitter, Keenan |
| <input type="checkbox"/> Debbie Smith, Maintenance | <input type="checkbox"/> Martha Alexandros SEE |
| <input checked="" type="checkbox"/> Pat Hansen, BTSA | <input checked="" type="checkbox"/> Jim Beggs, Keenan |
| <input checked="" type="checkbox"/> Leigh Mosconi, Special Services | <input checked="" type="checkbox"/> Joe Garza, SEE |
| <input checked="" type="checkbox"/> Jeanne Nava, Human Resources | <input type="checkbox"/> Ron Koop, TCOE |
| <input type="checkbox"/> Rene Moncada, LSMA | <input type="checkbox"/> Don Davie, LSMA |
| <input checked="" type="checkbox"/> Mary Baltazar, Human Resources | <input checked="" type="checkbox"/> Ray Chavez, Child Care |

CALL TO ORDER

The meeting was called to order at 8:30 a.m. by John Caudle.

Tulare County Office of Education standard safe practices was reviewed by John Caudle, locations of exits and fire drills.

It was brought to the attention of the committee that a catering truck parks right outside of the ERS building in which the curb is painted red. By parking there, this truck blocks cars from getting out of the parking lot onto Doe Avenue posing a hazardous situation. Ray Chavez will inform this vendor that parking there is prohibited.

MINUTES

Leigh Mosconi motioned to approve the minutes of the January 8, 2008, meeting as written, seconded by Pat Hansen.

INJURY/ILLNESS REPORT

Kelly provided and discussed comparison worker's comp claim reports for TCOE and Child Care. These reports reflected seven month point-in-time comparisons by cause and occupation. Injury by "strain by" and "falls and slips" represents the highest percentage with both teachers and aides being the most reported.

Kelly is working to eliminate the miscellaneous categories in order to better pinpoint the cause of injury.

Kelly is available to do trainings and provide safety information to staff. These trainings are to remind staff and raise awareness to commonly identified prevention.

NEW BUSINESS

State Fund Newsletter was distributed by John Caudle.

Kelly distributed the *February Monthly Workplace Safety Newsletter* from Keenan.

Safety Jeopardy - Jim Beggs presented a sample of a power point presentation offered by Keenan to reinforce basic safety information. The format is structured after the game show Jeopardy. This production is adjustable and can be personalized for department use. Jim would be available to meet with programs to personalize, if programs would like to use this presentation at staff meeting. The length is about 30 minutes.

Committee felt this presentation was informative, creative and an enjoyable way to present safety tips at employee meetings.

Kelly reported that the third and final 07-08 Worker's Comp Seminars, Americans w/Disability Act (ADA) /Fair Employment and Housing Act (FEHA) will be March 31, Porterville, 2:00 – 3:30 p.m., La Fuente Mexican Restaurant, 29 Main Street; and on April 1, 8:30 -10:00 a.m. at the Visalia Country Club, 625 N. Ranch Road. This workshop will focus on how worker's comp fits into the puzzle of ADA and FEHA.

NEXT MEETING DATE

May 6, 2008, 8:30 a.m. - TCOE East Conference Room

ADJOURNMENT

The meeting was adjourned at 9:15 a.m.

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