

TULARE COUNTY OFFICE OF EDUCATION
SAFETY COMMITTEE MEETING
MINUTES
East Conference Room - Education Building
October 11, 2005

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

PRESENT

<input checked="" type="checkbox"/> Rich Graham, TCOE	<input checked="" type="checkbox"/> Kelly Forney, BMI
<input checked="" type="checkbox"/> Donna Martin, Special Services	<input checked="" type="checkbox"/> Theresa Porter, Migrant
<input type="checkbox"/> Candy Hilvers, School Health	<input type="checkbox"/> John Sanchez, Child Care
<input checked="" type="checkbox"/> Susan Scott, Personnel	<input checked="" type="checkbox"/> Breck Klawitter
<input checked="" type="checkbox"/> Roger Beavers, Maintenance	
<input type="checkbox"/> Jeanne Nava	

MINUTES

The minutes of the meeting held on April 26, 2005 were approved as mailed.

INJURY/ILLNESS REPORT

Kelly provided and discussed current workers' comp claims reports for TCOE and Child Care. The reports were broken down by occupation, department and cause and included open as well as closed claims. Kelly also distributed a flyer titled "When To Notify OSHA". She will make large posters available to programs.

OLD BUSINESS

Kelly updated the group on the September 2005 workers' comp workshop. She provided handouts that covered both presentations. She also provided a flyer showing future workshops including Office Ergonomics Repetitive Stress Treatment in December and Safety Compliance/Legal Responsibilities of Supervisors scheduled for March 2006.

NEW BUSINESS

Breck discussed the August through October issues of the Monthly Workplace Safety Newsletter as well as a number of tip sheets.

The committee reviewed and updated the safety information on the TCOE web page.

Issue Three, 2005 of the State Fund Safety News was distributed along with several safety manuals.

Future Safety Committee dates are: January 10, 2006, March 7, 2006 and May 2, 2006.

NEXT MEETING DATE

January 10, 2006, 8:30, TCOE East Conference Room

ADJOURNMENT

The meeting was adjourned at 9:10 a.m.

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