

TULARE COUNTY OFFICE OF EDUCATION
SAFETY COMMITTEE MEETING
MINUTES

East Conference Room - Education Building
March 6, 2007

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"/> Leigh Mosconi, Special Services	<input checked="" type="checkbox"/> Magdalena Milward, Migrant
	<input checked="" type="checkbox"/> Candy Hilvers, School Health	<input checked="" type="checkbox"/> John Sanchez, Child Care
	<input checked="" type="checkbox"/> Susan Scott, Human Resources	<input checked="" type="checkbox"/> Breck Klawitter, Keenan
	<input checked="" type="checkbox"/> Debbie Smith, Maintenance	<input checked="" type="checkbox"/> Jim Beggs, Keenan
	<input checked="" type="checkbox"/> Martha Alexandros, SEE	<input checked="" type="checkbox"/> Joe Garza, SEE
	<input checked="" type="checkbox"/> Pat Hansen	

MINUTES

The minutes of the meeting held on January 9, 2007 were approved as written.

INJURY/ILLNESS REPORT

Kelly provided and discussed current workers' comp claims reports for TCOE and Child Care. The reports were broken down by occupation, cause, and location and included incurred values. Kelly can provide in-depth data on injuries for any given program or site upon request.

OLD BUSINESS

Kelly distributed a flyer describing the next workers' comp workshop titled "Compliance Programs Requirements and Explanations" scheduled for March 12 in Porterville and March 13 in Visalia.

NEW BUSINESS

- The Tulare County Schools Workers Compensation JPA *Monthly Workplace Safety Newsletter* was discussed. Issues are sent via email to committee members who are urged to forward them to employees in their group. The newsletter for March was distributed.
- Several safety catalogs were made available to the group.
- Candy Hilvers discussed the possibility of CPR training. On-line training is now available. Rich will check on availability of safety credit dollars. Committee members will check with their unit to discuss interest and let Candy know via email. Candy will bring information to the next meeting.
- Candy discussed the possibility of AED's in our programs. Training could be incorporated into CPR training. The need to have a clearly defined process for use and maintenance of AED's was emphasized. Safety Committee members will check with their unit and give feedback to Candy who will report at the next meeting. Breck Klawitter will investigate sample board policies.
- Candy discussed the new Pandemic Influenza Plan now available. Check it out by going to our TCOE website then clicking on Instructional Services, School Health, and General Information. The greatest way people can prevent exposure to illness is to be sure to wash hands completely and by sneezing into sleeves rather than hands. Candy also provided the following definitions for Epidemic and Pandemic:

Epidemic: Is generally a widespread disease that affects many individuals in a population. An epidemic may be restricted to one locale or may even be global (pandemic). An outbreak of a disease is defined as being epidemic, however, not by how many members or what proportion of the population it infects but by how fast it is growing.

Pandemic: An epidemic (a sudden outbreak) that becomes very widespread and affects a whole region, a continent, or the world.

NEXT MEETING DATE - May 1, 2007, 8:30, TCOE East Conference Room

ADJOURNMENT - The meeting was adjourned at 9:40 a.m.

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