

TULARE COUNTY OFFICE OF EDUCATION
SAFETY COMMITTEE MEETING

MINUTES

East Conference Room - Education Building
March 2, 2010

PRESENT:

- | | |
|---|---|
| <input checked="" type="checkbox"/> John Caudle | <input checked="" type="checkbox"/> Kelly Forney, BMI |
| <input checked="" type="checkbox"/> Marie Holguin | <input type="checkbox"/> Magdalena Milward, Migrant |
| <input type="checkbox"/> Candy Hilvers, School Health | <input checked="" type="checkbox"/> Anita Stein, Child Care |
| <input type="checkbox"/> Susan Scott, Human Resources | <input type="checkbox"/> Breck Klawitter, Keenan |
| <input type="checkbox"/> Debbie Smith, Maintenance | <input type="checkbox"/> Martha Alexandros SEE |
| <input type="checkbox"/> Ron Koop, BTSA | <input type="checkbox"/> Jim Beggs, Keenan |
| <input checked="" type="checkbox"/> LouAnn Lubben, Special Services | <input checked="" type="checkbox"/> Joe Garza, SEE |
| <input checked="" type="checkbox"/> Jeanne Nava, Human Resources | <input checked="" type="checkbox"/> Mike Phenicie, Keenan |
| <input type="checkbox"/> Rene Moncada, LSMA | <input type="checkbox"/> Don Davie |
| <input checked="" type="checkbox"/> Mary Baltazar, Human Resources | <input type="checkbox"/> Ray Chavez, Child Care |
| <input type="checkbox"/> Christina Loya, Migrant Kings County | <input type="checkbox"/> ERS |
| <input checked="" type="checkbox"/> Carol Maldonado | |

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. Every department should have an evacuation plan. Fire extinguishers should be inspected monthly, noted and dated.

MINUTES

Jeanne Nava motioned to approve the minutes January 5, 2010 meeting as written, seconded by LouAnn Lubben. Minutes will now only be submitted electronically to committee members and can be read and printed from the TCOE website.

INJURY/ILLNESS REPORT

Kelly reviewed the TCOE 7 Month Claim Comparison for the months of July through January. Based on discussion from last meeting the column of severity was added as additional information for the committee. Please note that pages 1 and 2 reflect the numbers for the TCOE building and pages 3 and 4 for Child Care. The incurred amounts have also been added to this report.

Strain bys are on the rise as well as falls and slips. Special education teachers and aides have the highest number of incidents; but that is expected. Kelly encourages departments to take opportunities to go over risk factors in the different areas of "causes".

Kelly distributed a flyer on the final presentation for this school year on the Workers' Compensation Seminars. The title is "Your Injured Worker from the Doctor's Perspective." Sessions will be held on March 22, 2010 in Porterville and March 23, 2010 in Visalia.

OLD BUSINESS

None at this time.

NEW BUSINESS

MONTHLY WORKPLACE SAFETY NEWSLETTER – January and February newsletters were emailed to all Tulare County Office of Education employees from the desk of Jeanne Nava, Assistant Superintendent/ Human Resources.

COMMENTS

Anytime there is a concern, please let Loss Control – Keenan know and they will be more than happy to do safety training at sites in recognizing potential unsafe conditions.

Please be careful as you walk the parking lot at the Enrichment Center. Some of the pavement is uneven. County plans to replace sometime in the future.

NEXT MEETING DATE

May 4, 2010 - 8:30 a.m. - TCOE East Conference Room

ADJOURNMENT

The meeting was adjourned at 8:50 a.m.

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