



Pathway to the Future

SAFETY COMMITTEE MINUTES

Date | time 11/6/18 1:32 P.M. | Meeting called to order by Miguel Cruz

In Attendance

Miguel Cruz Maria Smith Jill Tamashiro Colleen Fanciullo Dan Norris
Gocken Ceran

Approval of Minutes

The minutes from October BUSD Safety Committee meeting were approved by Gin Pender 2nd by Dan Norris

Goals for Safety Committee 2018-19 update

- Addition of a digital radio frequency for the Maintenance, Grounds, Transportation, and Custodial Departments. Integration of digital frequency will include access to district emergency channel.
- Update and standardize School Site Evacuations Maps. Updated maps will include location of Utility Shut Offs, AED, Fire Ex. etc.
- Review and recommend Emergency Management and Communication Software for implementation as part of our safety protocols.

Assignments and Reports

Chairperson- Miguel Cruz/ Co-chair Gin Pender

Risk Management- Maria Smith

- No report provided for the month. Maria Smith will work with HR to collect and share the report at the December Safety Committee Meeting

Student Incidents- Jill Tamashiro

- Jill Tamahsiro reported out on student accident during November. No accidents listed required follow up.

MOT- Dan Norris, Esmeralda Torres, and Miguel Cruz

i. Maintenance

1. Dan Norris reported out on current areas of focus for maintenance. Completed trainings for the team included Hand protection from hazards, recycle water site supervisor training, and recognizing unsafe conditions.

ii. Grounds

1. Grounds Department Personnel received training on hand protection.

iii. Custodial

1. Custodial Department Personnel received safety training in July.
2. Custodial hours for school year and radio protocols
3. Playground Safety Training October 8, 2018 at Noble Elementary

iv. Transportation

1. No School bus accidents during October
2. Staff is also working toward implementation of Child Check System on district busses.

v. Vandalism District Wide

1. No events reported during October.

Site Liaisons- Thomas Carroll, Gokcen Ceran, Anthony Alberts, Virginia Pender

- i. No safety concerns were shared from site liaisons.

Strategic Planning- Jill Tamashiro, Miguel Cruz

- i. Item 1 by January 1, 2019 Director of MOT, Principals, and Director of Modernization will ensure necessary Maintenance access gates are in place at all school properties. **(In Progress)**
- ii. Item 2 by March 1, 2019 Director of MOT, Assistant Superintendent of HR and District Safety Committee will provide emergency preparedness training dates for classified staff unable to attend the site training dates. **(In Progress)**
- iii. Item 4 by March 1, 2018 Director of MOT will place fences and fire safety approved gates around at least three additional schools identified as having perimeter weaknesses. **(In Progress)**

BUSD Emergency Drill Summary

1. The committee postponed review of completed drills by sites for the December Safety Meeting.

Emergency Preparedness Training

1. The committee reviewed completed emergency preparedness trainings to present date.

Earthquake Shakeout Debrief

1. The committee debriefed regarding the recent district wide earthquake shakeout drill. Items discussed included radio communication, emergency arcs, etc.

Comprehensive School Site Safety Plans

1. The Committee approved all site safety plans for the 18/19 school. A motion was made by Gin Pender 2nd by Maria Smith.

Injury Illness Prevention Plan

1. The Committee approved the update Injury Illness Prevention Plan. A motion was made by Jill Tamashiro 2nd by Gin Pender.

Hearing Conservation Plan

1. The Committee approved the BUSD Hearing Conservation Program. A motion was made by Maria Smith 2nd by Gin Pender

Comprehensive School Site Safety Plans

1. The Committee approved Chemical Hygiene Plans for the three Middle Schools. A motion was made by Gin Pender 2nd by Dan Norris.

BUSD Lead Plan

1. The Committee approved Chemical Hygiene Plans for the three Middle Schools. A motion was made by Gin Pender 2nd by Jill Tamashiro.

BUSD Safety Committee 18/19 Fall Safety Newsletter

1. The Committee approved the BUSD Safety Committee Fall Safety Newsletter by Gin Pender 2nd by Dan Norris.

Next Meeting

Next Safety meeting: December 4, 2018 1:30 p.m. at Ruskin Elementary

Motion to adjourn was made at 2:30PM and was approved by Dan Norris, 2nd Gin Pender