



Pathway to the Future

# SAFETY COMMITTEE MINUTES

Date | time 10/2/18 1:32 P.M. | Meeting called to order by Miguel Cruz

---

## In Attendance

---

Miguel Cruz	Esmeralda Torres	Anthony Alberts	Maria Smith	Jill Tamashiro
Gin Pender	Colleen Fanciullo	Dan Norris	Gocken Ceran	

---

## Approval of Minutes

---

The minutes from September BUSD Safety Committee meeting were approved by Gin Pender 2<sup>nd</sup> by Maria Smith.

---

## Goals for Safety Committee 2017-18 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

- Report to be provided at next Safety Meeting

Student Incidents- Jill Tamashiro

- Jill Tamahsiro reported out on accidents since the start of school. No accidents required follow up.

MOT- Dan Norris, Esmeralda Torres, and Miguel Cruz

i. Maintenance

1. Completed Fall Protection Training and Hearing Protection Training
2. Management personnel attended the Nor Cal Facilities Expo and workshop for Basics on Fall Protection Training. Department still has vacancy for Maintenance Worker III.

ii. Grounds

1. Grounds Department Personnel received safety training in July.
2. Grounds weekly schedule was updated.

3. Currently looking to fill a vacancy for the Lead Grounds Worker.
- 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 summer period.
  2. Safety training August 15, 2018 for drivers.
- v. Vandalism District Wide
  1. Gathering of people roller blading and skateboarding at various sites and also filming. MOT will request security patrols.

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

- i. Feed back or concerns from Elementary or Middle School sites

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. Monthly Review of drills completed during September 2018.

Emergency Preparedness Training

1. Review of Google Doc for Scheduled Emergency Preparedness Training to September

Emergency Shake Out October 18, 2018 at 10:18 A.M.

1. This will be a district-wide drill, required participation from all sites.
2. Radio Protocols
3. EOC will be setup at District Office

Emergency Barricade Straps and Classroom Emergency Flip Charts

1. Straps have been distributed to only a few sites
2. Remaining straps are expected to be received within next three weeks
3. All Emergency Flip Charts were printed over summer period. Distribution to sites will begin this week and next

BUSD Safety Committee 18/19 Fall Safety Newsletter

1. Fall Safety Newsletter to be brought for approval at the November Safety meeting

Next Safety meeting: November 6, 2018 1:30 p.m. at Piedmont Middle School

---

Next Meeting

---

October 2, 2018

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