Oregon City School District #62
Safety Committee Meeting Minutes
Date: 5/18/17  Time: 8:00 AM  Place: T&M Facility

<table>
<thead>
<tr>
<th>Admin</th>
<th>Michael Clark</th>
<th>OCHS</th>
<th>David Millen</th>
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<tr>
<td>Admin</td>
<td>LeeAnn Doolittle</td>
<td>Ogden</td>
<td>Will Coltrin</td>
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<td>Barclay</td>
<td>Mike Loretz</td>
<td>Redland</td>
<td>Angela Adrian</td>
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<td>Beaver Creek</td>
<td>Gail Weningter</td>
<td>Redland</td>
<td>Joe Garrettson</td>
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<td>Candy Lane</td>
<td>Salvador Gonzales</td>
<td>Facility Services</td>
<td>Mike Riseling</td>
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<td>Eastham</td>
<td>Lori Medlin</td>
<td>Facility Services</td>
<td>Mary Kohne</td>
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<td>Gaffney Lane</td>
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<td>Nutrition Services</td>
<td>Chris Davison</td>
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<td>Gardiner</td>
<td>Deborah Morgan</td>
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<td>Transportation</td>
<td>Janet Mauldin</td>
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<td>Jackson</td>
<td>Steve Ward</td>
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<td>ACA</td>
<td>Kate Scott</td>
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<td>Jackson</td>
<td>Linda Previs</td>
<td>AD HOC</td>
<td>Wes Rogers</td>
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<td>Jennings Lodge</td>
<td>Bruce Obrest</td>
<td>X</td>
<td>Chair</td>
<td>Gail Hoskins</td>
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<td>King/OCSLA</td>
<td>John Jones</td>
<td>X</td>
<td>SAIF</td>
<td>Paula Jones</td>
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<td>McLoughlin</td>
<td>Lisa MaNormand/Secretary</td>
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<td>Holcomb</td>
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<td>OCHS</td>
<td>Kathy Johnson</td>
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**Attendance**
Everyone asked to sign in.

**Accidents and Incidents Report - Paula**
- Currently OCSD is -9 claims from the same time period last year.
- Currently at zero injuries for May.
- 19 claims this year, as opposed to 23 claims at this time last year.
- Paula went over the report. There is a big decrease in the monies paid out this year compared to last year! Frequency and severity are both down.
• Great news - this will affect the rates for the next five years!
• Interesting trends….Thursdays have the most accidents.
• Most incidents occur within the 0-5 year range.
Remind our staffs to be mindful when cleaning up and packing up rooms. Watch surroundings when people are enjoying more time outside.

Safety Training - Paula
• Recharge to be in Charge! Week 2 of National Safety Month
• June is National Safety Month.
• Paula provided a handout about sleep.
• Review the messages for each week at: http://www.nsc.org/act/events/Pages/national-safety-month.aspx
• Paula talked about the risks of not getting enough sleep. Handout has the dangers listed on the back of the flyer.
• Paula reminded us about the importance to drink half our body weight in ounces of water each day - focusing on total body health!

Safety Suggestions
• None today

Safety Related Issues
• Collecting the Safety Inspections for April. Be sure to thank the person that is correcting the issues as they are documented. Many people are making notes, make sure they know they are doing a good job documenting and fixing.
• Fire/evacuation drills, etc. some are missing or not reported. Gail will send out an email reminder. Let Gail know when they are entered. Please remind the administrator or secretary to make sure they have been entered.
• Transportation has formed a new Safety Team. They meet once a month with a team of eight individuals. They bring up concerns and safety issues that are pertinent to the transportation department. Topics include: landscape (trees) impairing visual safety; how to talk on the radio; lighting and others. They created a Hazards Concern Form for employees to document concerns for the Safety Team to address. The team also does
the safety inspections. One concern that was addressed - kinders couldn’t see over the seats to see the evacuation drill on the bus. The drivers went into the classrooms and did the drill. This prompted the need to go into the classrooms with training videos and lessons on bus safety and using crosswalks.

- Questions? Do we provide any information to parents about how to be safe on the bus and at the bus stop. Janet will check into it and get some information out to schools. Paula also had a resource for Janet. Transportation is updating their website as well.
- Mike Loretz thanked Transportation for their support and collaboration to get students that are identified as McKinney Vento to our schools! Thank you!
- Wes reminded us that we need to get reports filled out anytime there is an incident.
  - Please remind people that they need to report and in NO WAY are they used as apart of individual evaluation.
  - We want people to be happy and health.
  - The Supervisor’s Incident Report is important and not shared with HR.
  - It is a way for us to improve conditions if necessary and genuinely show care and concern for our employees.
  - We care about THEM first!
  - We need to make sure that they know that it is required, regardless of whether they want to or not, even if they think they are fine.
  - It is also important that we follow up - it makes a huge difference to the employees!
- Wes shared information about the Summer Meal Program.
- Wes shared information about the Bond Renew process. The board has completed two voter surveys. The board decided to step back from the Nov. election and do additional communication. Now considering the Nov. 2018 election. Will communicate the positive things going on and increase communication about the condition of our buildings.
- Wes shared that we have overcome many things this year. Focus on the positive things that have occurred this year and build folks up as we leave for summer.