



Municipal Water District

**MINUTES OF A REGULAR
SAFETY COMMITTEE MEETING**

January 24, 2024

MEMBER REPRESENTATIVES

Chair:

Co-Chair(s):

Board Directors:

Bargaining Unit Members Association (BUMA):

Customer Services Department:

District Employees Association (DEA):

DCM Water Treatment Plant:

Engineering Department:

Finance Department:

Operations Department:

Park Operations:

Water Reclamation Facility:

ATTENDEES

Kimberly A. Thorner, General Manager

Jennifer Joslin, Human Resources Manager

Tim Schuette, Safety/Risk Compliance Administrator

Matthew Hahn

Neal Meyers

Tim Sheppard, Backflow & Cross Connection Coordinator

Brandon Barnick, Field Services Supervisor

Teresa Chase, Administrative Analyst

Evan DeWindt, Water Treatment Facilities Supervisor

Steve Weddle, Engineering Services Supervisor

Rainy Selamat, Finance Manager

Jesse Bartlett-May, Operations Manager

Jeff Anderson, Park Supervisor

John Onkka, Water Reclamation Facilities Supervisor

Safety SUB-Committee:

Gary Briant, Purchasing/Warehouse Clerk

Joe Jansen, Administrative Analyst

Marcela Novy, Accountant I

Phillip Reed, WTP Operator Level II

Additional Employee Attendees:

Joey Randall, Assistant General Manager

Marvin Cohen, Facilities Coordinator

Recorder:

Shawn Patterson, Records & Contracts Coordinator

Chair Thorner called the meeting to order at 2:31 p.m. Directors present were Hahn and Meyers.

3. ADOPTION OF AGENDA

Director Meyers moved to adopt the agenda, seconded by Co-chair Schuette and approved by the following roll call vote:

AYES: Thorner, Hahn, Meyers, Joslin, Schuette

NOES: None

ABSTAIN: None

ABSENT: None

4. PUBLIC COMMENTS

There was no one present for public comment.

5. CONSIDER APPROVAL OF THE MINUTES OF THE SEPTEMBER 27, 2023 REGULAR SAFETY COMMITTEE MEETING

Co-chair Joslin moved to approve the minutes of the September 27, 2023 Regular Safety Committee meeting, seconded by Director Meyers and approved by the following roll call vote:

AYES: Thorner, Hahn, Meyers, Joslin, Schuette
NOES: None
ABSTAIN: None
ABSENT: None

6. CONSENT CALENDAR:

C-a. CONSIDER APPROVAL OF THE FEBRUARY/MARCH 2024 TRAINING CALENDAR

Co-chair Schuette moved to approve the Consent Calendar, seconded by Co-chair Joslin and approved by the following roll call vote:

AYES: Thorner, Hahn, Meyers, Joslin, Schuette
NOES: None
ABSTAIN: None
ABSENT: None

7. CONSIDER AN INFORMATIONAL REPORT ON THE "SAFETY HAS NO QUITTING TIME" (SHNQT) PROGRAM AND THE RECOMMENDATION PROPOSED BY THE SAFETY SUB-COMMITTEE FOLLOWING ANNUAL REVIEW OF THE BENCHMARK FOR DISTRICT EMPLOYEES WITH REGARD TO PREVENTABLE DAMAGE TO DISTRICT VEHICLES

Co-Chair Schuette provided an informational report and reviewed key statistics contained in the Safety packet including OMWD's consecutive days without a preventable lost time injury, OMWD's current safety program numbers for 2024, as well as the latest vehicle damage report.

It was also noted that the Safety Sub-Committee voted to keep the limit on preventable damage to District vehicles and property at \$10,000. The Safety Committee concurred.

8. CONSIDER REVIEW OF EMPLOYEE INJURIES, VEHICLE ACCIDENTS AND SAFETY REPORTS (IF NECESSARY)

Co-chair Schuette informed the Committee that there was one vehicle related property damage incident to discuss. The incident occurred on November 2, 2023 when a subsurface telecommunications installation was hit by an OMWD excavator during excavation, severing the conduit and cables.

Co-chair Schuette moved that the incident was preventable, seconded by Finance Manager Selamat and approved by the following roll call vote:

AYES: Thorner, Hahn, Meyers, Joslin, Schuette
NOES: None
ABSTAIN: None
ABSENT: None

9. CONSIDER A REPORT ON OCTOBER, NOVEMBER, AND DECEMBER SAFETY/RISK COMPLIANCE ACTIVITIES

Co-Chair Schuette provided an informational report on the October, November, and December Safety/Risk compliance activities.

10. CONSIDER SAFETY ACTION ITEMS ASSIGNED / COMPLETED

Co-Chair Schuette reviewed the Safety action items as provided in the packet.

Co-Chair Schuette also mentioned that one employee was recognized according to the Caught Being Safe program for their commitment to safety by safely pulling their vehicle over to the side of the road to assist a student struggling with a wheel that had come off her bike.

11. CONSIDER FUTURE AGENDA ITEMS

None at this time.

12. CLOSED SESSION DISCUSSION (If Necessary)

There was no closed session.

13. ADJOURNED

Chair Thorner adjourned the meeting at 3:05 p.m. The next Safety Committee meeting is scheduled for Wednesday, March 27, 2024 at 2:30 p.m.

Neal Meyers
Board Director
Olivenhain Municipal Water District

ATTEST:

Matthew Hahn
Board Director
Olivenhain Municipal Water District