



Municipal Water District

**MINUTES OF A REGULAR
SAFETY COMMITTEE MEETING**

October 27, 2021

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

Neal Meyers
Robert F. Topolovac

Jason Emerick, Water Reclamation Operator Level III

Brandon Barnick, Field Services Supervisor

Teresa Chase, Administrative Analyst

Tom Arellano, Water Treatment Facilities Supervisor

Steve Weddle, Engineering Services Supervisor

Rainy Selamat, Finance Manager

Geoff Fulks, Operations Manager

Jeff Anderson, Parks Supervisor

John Onkka, Water Reclamation Facilities Supervisor

Safety SUB-Committee:

Tammi Bowman, Accountant I
Gary Briant, Purchasing/Warehouse Clerk

Additional Employee Attendees:

Joey Randall, Assistant General Manager
Adam Calm, Systems Operator III

Recorder:

Shawn Patterson, Records & Contracts Coordinator

Chair Thorner called the meeting to order at 2:33 p.m. Directors present were Meyers and Topolovac. It was noted that the meeting was published via teleconference in accordance with Assembly Bill 361, which allows local or state legislative bodies to hold meetings via teleconference, make meetings accessible electronically, and waives certain Brown Act provisions.

3. ADOPTION OF AGENDA

Director Topolovac moved to adopt the Agenda, seconded by Director Meyers and approved by the following roll call vote:

AYES: Thorner, Meyers, Topolovac, 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 AUGUST 25, 2021 REGULAR SAFETY COMMITTEE MEETING

Director Topolovac moved to approve the August 25, 2021 Regular Safety Committee Meeting minutes, seconded by Director Meyers and approved by the following roll call vote:

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

6. CONSENT CALENDAR:

C-a. CONSIDER APPROVAL OF THE NOVEMBER/DECEMBER 2021 TRAINING CALENDAR

Director Meyers moved to approve the Consent Calendar, seconded by Director Topolovac and approved by the following roll call vote:

AYES: Thorner, Meyers, Topolovac, 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 2021, as well as the latest vehicle damage report.

Co-Chair Schuette also noted that the Safety Sub-committee met on October 21, 2021 to discuss the benchmark for District employees with regard to preventable damage to District vehicles and the Committee recommended that the benchmark remain at \$10,000.

Adam Calm moved to approve keeping the benchmark at \$10,000, seconded by Teresa Chase and approved by the following roll call vote:

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

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

Co-Chair Schuette informed the Committee that there were no injuries to discuss; however, there was one vehicle related incident to discuss. The vehicle related incident occurred on September 2, 2021 when vehicle #97 was parked at the 7-11 convenience store located on the corner of Encinitas Boulevard. Upon returning to District Headquarters, the driver discovered damage to the passenger side door and rear panel. The damage was approximately 28" from the ground, which is consistent with the bumper height on a typical sedan backing out of a parking spot. There were no injuries or witnesses.

Co-Chair Schuette moved that the incident was non-preventable, seconded by Steve Weddle and approved by the following roll call vote:

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

9. CONSIDER A REPORT ON SEPTEMBER AND OCTOBER SAFETY/RISK COMPLIANCE ACTIVITIES

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

10. CONSIDER A REPORT ON SAFETY PROGRAM REVIEW DATES AND UPDATE SCHEDULE

Co-Chair Schuette reviewed the list of OMWD safety programs and their scheduled review dates.

11. CONSIDER DISCUSSION OF PROPOSED SUGGESTIONS/UPDATES TO THE 2021 RESOLUTION SUPPORTING THE DISTRICT'S SAFETY & WELLNESS PROGRAMS TO BE PRESENTED TO THE FULL BOARD OF DIRECTORS ON DECEMBER 15, 2021

Chair Thorner provided an overview and explanation of the District's Safety and Wellness program and noted that there were no proposed changes other than dates. Co-Chair Schuette provided further explanation on the "Safety Recognition Goals" section of Exhibit B and noted that adjustments were made last year to the longevity goal.

Director Topolovac moved to approve as presented, seconded by Director Meyers and approved by the following roll call vote:

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

12. CONSIDER SAFETY ACTION ITEMS ASSIGNED / COMPLETED

Co-Chair Schuette reviewed the Safety action items as provided in the packet and stated that he has reached out to a couple of vendors to obtain quotes on prescription safety glasses in order to determine the potential costs associated with implementing a prescription safety glasses program. Director Meyers advised returning with a specific recommendation after completing the research.

Co-Chair Schuette also discussed the safety suggestion for a hands on active shooter training experience. Options are currently being explored and an update will be provided at the next committee meeting.

Co-Chair Schuette mentioned that two employees were recognized according to the Caught Being Safe program for their commitment to conducting pre-trip vehicle inspections on several vehicles to ensure that the crews would be safe on the road.

13. CONSIDER INFORMATIONAL REPORT ON COVID TASK FORCE UPDATES

Chair Thorner provided an overview of COVID Task Force updates.

14. CONSIDER FUTURE AGENDA ITEMS

There were no future items requested.

15. CLOSED SESSION DISCUSSION (If Necessary)

There was no closed session.

16. ADJOURNED

Chair Thorner adjourned the meeting at 3:10 p.m. The next Safety Committee meeting is scheduled for Wednesday, December 22, 2021 at 2:30 p.m.

Robert F. Topolovac
Board Director
Olivenhain Municipal Water District

ATTEST:

Neal Meyers
Board Director
Olivenhain Municipal Water District