



**MINUTES OF A REGULAR
SAFETY COMMITTEE MEETING**

December 17, 2020

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:

Safety SUB-Committee:

Tammi Bowman, Gary Briant, Chris Bumcrot,

Rudy Petrovski, Arman Tarzi

Additional Employee Attendees:

Recorder:

ATTENDEES

Kimberly A. Thorner, General Manager

Jennifer Joslin, Human Resources Manager
Tim Schuette, Safety/Risk Compliance Administrator

Robert F. Topolovac

Jason Emerick, Water Reclamation Operator Level III

Brandon Barnick, Field Services Supervisor

Cathy Collier, Project Accountant II

Tom Arellano, Water Treatment Facilities Supervisor

Steve Weddle, Engineering Services Supervisor

Rainy Selamat, Finance Manager

Geoff Fulks, Operations Manager

Jeff Anderson, Park Supervisor

John Onkka, Water Reclamation Facilities Supervisor

Tammi Bowman, Accountant I

Gary Briant, Purchasing/Warehouse Clerk

Arman Tarzi, Administrative Analyst

Joey Randall, Assistant General Manager

Shawn Patterson, Records & Contracts Coordinator, HR Dept.

Chair Thorner called the meeting to order at 8:09 a.m. Director present was Topolovac. It was noted that Director Topolovac participated in the meeting via teleconference in accordance with Governor Newsom's Executive Order N-35-20, which allows for local or state legislative bodies to hold meetings via teleconference, to make meetings accessible electronically, and waives certain Brown Act provisions as stated in item 11 of the Executive Order.

3. ADOPTION OF AGENDA

Director Topolovac moved to adopt the Agenda, seconded by Cathy Collier and carried.

4. PUBLIC COMMENTS

There was no one present for public comment.

5. CONSIDER APPROVAL OF THE MINUTES OF THE OCTOBER 29, 2020 REGULAR SAFETY COMMITTEE MEETING

Cathy Collier moved to approve the October 29, 2020 Regular Safety Committee Meeting minutes, seconded by Jeff Anderson and approved by the following roll call vote:

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

6. CONSENT CALENDAR:

C-a. CONSIDER APPROVAL OF THE NOVEMBER/DECEMBER 2020 TRAINING CALENDAR

Director Topolovac moved to approve the Consent Calendar, seconded by Co-Chair Schuette and approved by the following roll call vote:

AYES: Thorner, 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 on the injury, vehicle, and property statistical information provided in the Safety packet. He highlighted updates to the 2019 National injury rate and reviewed OMWD's consecutive days without a preventable lost time injury, noting that OMWD's injury rate is extremely low.

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

Co-Chair Schuette informed the committee that there were two injuries or accidents to report. The first incident occurred on December 14, 2020 when vehicle #96 hit a rock on the side of the road causing damage to the vehicle on the passenger side door and front fender.

Director Topolovac moved that the incident was preventable, seconded by Rainy Selamat and approved by the following roll call vote:

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

The second incident occurred on December 16, 2020 when a temporary worker at the WTP slipped and fell on top of a cassette within the water basin; however, there was no reportable injury to report. Co-chair Schuette will gather more information and will report at the next meeting.

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

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

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

Co-Chair Schuette discussed a list of OMWD safety programs and their scheduled review dates.

11. CONSIDER SAFETY ACTION ITEMS ASSIGNED / COMPLETED

Chair Thorner reviewed the Safety/Risk Compliance activities as provided in the packet.

12. CONSIDER FUTURE AGENDA ITEMS

There were no future items requested.

13. CLOSED SESSION DISCUSSION (If Necessary)

There was no Closed Session.

14. ADJOURNED

Chair Thorner adjourned the meeting at 8:38 a.m. The next Safety Committee meeting is scheduled for Thursday, February 25, 2021 at 8:00 a.m.

Robert F. Topolovac
Board Director
Olivenhain Municipal Water District

ATTEST:

Kimberly A. Thorner, Assistant Secretary
General Manager
Olivenhain Municipal Water District