



Municipal Water District

**MINUTES OF A REGULAR  
SAFETY COMMITTEE MEETING**

**December 22, 2021**

MEMBER REPRESENTATIVES

Chair:  
Co-Chair(s):  
  
Board Directors:

ATTENDEES

Kimberly A. Thorner, General Manager  
Jennifer Joslin, Human Resources Manager  
Tim Schuette, Safety/Risk Compliance Administrator  
  
Neal Meyers  
Robert F. Topolovac

Bargaining Unit Members Association (BUMA): Jason Emerick, Water Reclamation Operator Level III  
Customer Services Department: Brandon Barnick, Field Services Supervisor  
District Employees Association (DEA): none  
DCM Water Treatment Plant: Tom Arellano, Water Treatment Facilities Supervisor  
Engineering Department: Steve Weddle, Engineering Services Supervisor  
Finance Department: Rainy Selamat, Finance Manager  
Operations Department: Geoff Fulks, Operations Manager  
Park Operations: Jeff Anderson, Parks Supervisor  
Water Reclamation Facility: 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 2:31 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 Meyers moved to adopt the Agenda, seconded by Director Topolovac 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 OCTOBER 27, 2021 REGULAR SAFETY COMMITTEE MEETING

Director Topolovac moved to approve the October 27, 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 JANUARY/FEBRUARY 2022 TRAINING CALENDAR

Director Topolovac moved to approve the Consent Calendar, seconded by Director Meyers 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" (SHNQ) PROGRAM

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 2020 OSHA injury rates were published in October and are reflected in the updated chart.

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

Co-Chair Schuette informed the Committee that there was nothing to report at this time; however, there was a closed session item to discuss.

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 reviewed the list of OMWD safety programs and their scheduled review dates.

11. CONSIDER INFORMATIONAL REPORT ON ACTIVE SHOOTER TRAINING OPTIONS

Co-chair Schuette provided an informational report on potential active shooter training options. Director Meyers mentioned a conversation that he had with Sergeant Bret Cosgrove of the Carlsbad Police Department and suggested that they be invited in to familiarize themselves with the new facility and conduct a risk assessment. Carlsbad PD normally does just video training; however, they could potentially provide a more hands on approach.

Director Topolovac moved to proceed with active shooter training if total cost is less than \$10,000, 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 INFORMATIONAL REPORT ON THE PROPOSED PRESCRIPTION SAFETY GLASSES PROGRAM

Co-chair Schuette provided an informational report on the proposed prescription safety glasses program.

Director Topolovac moved to approve the proposed prescription safety glasses program 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

13. CONSIDER SAFETY ACTION ITEMS ASSIGNED / COMPLETED

Chair Thorner reviewed the Safety action items as provided in the packet.

Co-Chair Schuette mentioned that two employees were recognized according to the Caught Being Safe program for their commitment to safety by clearly marking open hazards during the water reclamation plant UV intensity probe verification process.

14. CONSIDER INFORMATIONAL REPORT ON COVID TASK FORCE UPDATES

Chair Thorner provided an overview of COVID Task Force updates. The most significant update was the new California indoor mask requirements based on the CalOSHA rule that light cannot pass through the mask.

15. CONSIDER FUTURE AGENDA ITEMS

There were no future items requested.

16. CLOSED SESSION DISCUSSION (If Necessary)

Closed session was held from 3:22 p.m. to 3:38 p.m.

OPEN SESSION

The safety incident reported on in closed session was determined to be preventable by the following roll call vote:

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

The incident resulted in no lost time.

17. ADJOURNED

Chair Thorner adjourned the meeting at 3:38 p.m. The next Safety Committee meeting is scheduled for Wednesday, February 23, 2022 at 2:30 p.m.

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Robert F. Topolovac  
Board Director  
Olivenhain Municipal Water District

ATTEST:

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Neal Meyers  
Board Director  
Olivenhain Municipal Water District