



# SAFETY COMMITTEE MEETING

December 22, 2021

**NOTICE OF A REGULAR MEETING  
OF THE OLIVENHAIN MUNICIPAL WATER DISTRICT'S  
SAFETY COMMITTEE  
1966 Olivenhain Road, Encinitas, CA 92024  
Tel: (760) 753-6466 • Fax: (760) 753-1578  
VIA TELECONFERENCE ONLY**

Pursuant to AB 3035, effective January 1, 2003, any person who requires a disability related modification or accommodation in order to participate in a public meeting shall make such a request in writing to the District for immediate consideration.

**DATE:** December 22, 2021

**TIME:** 2:30 p.m.

**PLACE:** Remote Regular Meeting VIA TELECONFERENCE ONLY

Pursuant to the Legislation AB 361, and in the interest of public health, OMWD is temporarily taking actions to mitigate the COVID-19 pandemic by holding Board Meetings electronically or by teleconference. This meeting will be a hybrid of in person and teleconference. Our Boardroom will be open to the public; however, masks must be worn by unvaccinated individuals and social distancing must be followed.

To join this meeting via phone, please dial:  
(669) 900-9128 or (253) 215-8782  
Meeting ID: 827 0218 2062 and Password: 639019

*Note: Items On The Agenda May Be Taken Out Of Sequential Order As Their Priority Is Determined By The Committee*

1. Call to Order
2. Roll Call (Board Members)
3. Adoption of Agenda
4. Public Comments
5. Consider Approval of the Minutes of the October 27, 2021 Regular Safety Committee Meeting

6. Consent Calendar

*NOTE: ANY ITEM MAY BE REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION*

C-a. Consider Approval of the January/February 2022 Training Calendar

7. Consider an Informational Report on the "Safety Has No Quitting Time" (SHNQTT) Program
8. Consider Review of Employee Injuries, Vehicle Accidents, and Safety Reports (If Necessary)
9. Consider a Report on November and December Safety/Risk Compliance Activities
10. Report on Safety Program Review Dates and Update Schedule
11. Consider Informational Report on Active Shooter Training Options
12. Consider Informational Report on the Proposed Prescription Safety Glasses Program
13. Consider the Safety Action-Items Assigned/Completed
14. Consider Informational Report on COVID Task Force Updates
15. Consider Future Agenda Items
16. Closed Session (If Necessary)
17. Adjournment



# Memo

To: Olivenhain Municipal Water District Safety Committee  
From: Tim Schuette, Safety / Risk Compliance Administrator  
Subject: **CONSIDER APPROVAL OF THE MINUTES OF THE OCTOBER 27, 2021  
REGULAR SAFETY COMMITTEE MEETING**

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The Safety Committee will receive a draft copy of the meeting minutes. Following committee approval, the minutes will be posted on the District's website.



# Memo

Date: December 22, 2021  
To: Olivenhain Municipal Water District Safety Committee  
From: Tim Schuette, Safety / Risk Compliance Administrator  
Subject: **CONSIDER APPROVAL OF THE JANUARY/FEBRUARY 2022 TRAINING CALENDAR**

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Attached is the January/February training calendar.

Attachment: Schedule for Safety Training

**Olivenhain MWD  
Training Calendar  
January/February 2022**

**January:**

Tailgate Topics:

- Ergonomics (SDRMA)
- Proper Lifting (OMWD)

**February:**

Tailgate Topics:

- Proactive Safety Attitude (SDRMA)
- Ladder Safety (OMWD)

# Memo

Date: December 22, 2021  
To: Olivenhain Municipal Water District Safety Committee  
From: Tim Schuette, Safety / Risk Compliance Administrator  
Subject: **CONSIDER AN INFORMATIONAL REPORT ON THE “SAFETY HAS NO QUITTING TIME” (SHNQT) PROGRAM**

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Attached is the current report for the number of injuries for years 2017-2021; consecutive number of days since the last preventable injury; and the vehicle/property damage amounts for years 2017-2021.

Staff will be available to answer any questions.

Attachments: SHNQT Report; Vehicle/Property Damage



The Injury Incident Rate (IIR) for OMWD in **2020 was 1.13 recordable injuries** based on OSHA's IIR Formula:

(Number of injuries and illnesses X 200,000) / Employee hours worked = Injury Incidence rate)

OMWD Preventable Injury Rates (Based on the 3-year avg of 85 employees)

2018 - 2.4, 2019 - 2.4, 2020 - 1.13 **3-year avg = 2.0 injuries**

NAICS OSHA Recordable Injury Rates (Based on Code 22131)

2018 - 5.8, 2019 - 5.1, 2020 - 2.1 **3-year avg = 4.3 injuries**

**The "Safety Has No Quitting Time" award is based on the last recorded 3-year average national incident rate for Water Supply and Irrigation Systems**

The National Injury / Illness Rate can be found at the Bureau of Labor Statistics ([www.BLS.gov](http://www.BLS.gov)). The North American Industry Classification System (NAICS) code as agreed by the Safety Committee for OMWD is 22131 - Water Supply & Irrigation Systems

**Last Reportable / Preventable Lost-Time Injury was**

**March 8, 2021**

**INJURY AND LOST TIME COUNT AS OF**

**December 22, 2021**

**CONSECUTIVE NUMBER OF WORK DAYS WITHOUT  
A PREVENTABLE LOST TIME (Days Away from Work) INJURY**

**289 Days**

**OMWD SAFETY RECOGNITION PROGRAM 2021**

NUMBER OF PREVENTABLE INJURIES IN 2021 = 2

NUMBER OF PREVENTABLE LOST DAYS IN 2021 = 9

(Recordable OSHA Injuries "OSHA 300 Log" in 2021 = 1)

(Recordable OSHA Lost Days "OSHA 300 Log" in 2021 = 9)

**Year-to-Date 2021 Totals:**

Preventable Vehicle Incident and/or Vehicle Related Property Damage in CY 2021 = **\$2,892.74** See Attached

- Estimated damages will also count in this total if decided not to repair the vehicle.
- This \$10,000 was determined by the number of miles and total number of vehicles driven by the District each year.



TOTAL PREVENTABLE DAMAGES

2017		
OMWD VEHICLE DAMAGED	OMWD VEHICLE DAMAGE \$ AMT	OTHER PROPERTY DMG \$ AMT
JUN - #40 REPLACED WINDSHIELD	\$288.16	\$0.00
JUN - #63 REPLACED/PAINTED FRONT BUMPER	\$1,029.17	\$1,753.96
JUL - #93 REPLACED PASSENGER MIRROR	\$183.42	\$0.00
SEPT - #47 REPAIR TOOL CABINET FRAME	\$3,743.56	\$0.00
<b>TOTAL</b>	<b>\$5,244.31</b>	<b>\$1,753.96</b>

TOTAL PREVENTABLE VEHICLE INCIDENT AND/OR VEHICLE RELATED PROPERTY DAMAGE IN 2017

**\$6,998.27**

2018		
OMWD VEHICLE DAMAGED	OMWD VEHICLE DAMAGE \$ AMT	OTHER PROPERTY DMG \$ AMT
MAR - #53 REPLACED BUMPER/FENDER	\$2,742.79	\$0.00
SEP - FORKLIFT DMG TO BODY/FLAT TIRE	\$557.78	\$0.00
SEP - #79 & #62 TRUCKS/FENDER DMG	\$1,651.22	\$0.00
OCT - #92 TRUCK / P/S FRONT BUMPER	\$432.94	\$0.00
OCT - CITIZEN VEHICLE REPAIR / RENTAL	\$0.00	\$2,582.73
<b>TOTAL</b>	<b>\$5,384.73</b>	<b>\$2,582.73</b>

TOTAL PREVENTABLE VEHICLE INCIDENT AND/OR VEHICLE RELATED PROPERTY DAMAGE IN 2018

**\$7,967.46**

2019		
OMWD VEHICLE DAMAGED	OMWD VEHICLE DAMAGE \$ AMT	OTHER PROPERTY DMG \$ AMT
JUN - HIGHLINE TRAILER (TOOLBOX)	\$357.77	\$0.00
AUG - FLATBED #45 (MIRROR)	\$793.98	\$0.00
NOV - #70 (TAIL SHELF, BUMPER)	\$3,600.19	\$0.00
NOV - # 66 (BUMPER & CITIZEN VEHICLE)	\$5,086.95	\$3,734.33
DEC - FORKLIFT / ROLLUP DOOR	\$0.00	\$2,710.00
<b>Total</b>	<b>\$9,838.89</b>	<b>\$6,444.33</b>

TOTAL PREVENTABLE VEHICLE INCIDENT AND/OR VEHICLE RELATED PROPERTY DAMAGE IN 2019

**\$16,283.22**

2020		
OMWD VEHICLE DAMAGED	OMWD VEHICLE DAMAGE \$ AMT	OTHER PROPERTY DMG \$ AMT
FEB - # 97	\$1,882.00	\$0.00
APR - HIT MAIL BOX	\$0.00	\$81.98
NOV - #39 BACKED INTO #91	\$466.00	\$0.00
<b>Total</b>	<b>\$2,348.00</b>	<b>\$81.98</b>

TOTAL PREVENTABLE VEHICLE INCIDENT AND/OR VEHICLE RELATED PROPERTY DAMAGE IN 2020

**\$2,429.98**

2021		
OMWD VEHICLE DAMAGED	OMWD VEHICLE DAMAGE \$ AMT	OTHER PROPERTY DMG \$ AMT
FEB - #26	\$515.50	\$0.00
Mar - #95 (dented tailgate)	\$2,377.24	\$0.00
<b>Total</b>	<b>\$2,892.74</b>	<b>\$0.00</b>

TOTAL PREVENTABLE VEHICLE INCIDENT AND/OR VEHICLE RELATED PROPERTY DAMAGE YEAR TO DATE

**\$2,892.74**

# Memo

Date: December 22, 2021  
To: Olivenhain Municipal Water District Safety Committee  
From: Tim Schuette, Safety / Risk Compliance Administrator  
Subject: **CONSIDER REVIEW OF EMPLOYEE INJURIES, VEHICLE ACCIDENTS AND SAFETY REPORTS (IF NECESSARY)**

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If necessary, the Safety Committee will review and discuss employee injuries, vehicle accidents and safety reports since the last committee meeting occurred.

The Safety Committee will determine if the situation was “preventable” or “non-preventable.” The committee may also develop recommendations regarding the incident.

**PREVENTABLE:** Could a reasonable prudent employee, or the District, in a like or similar situation, have been able to avoid or prevent the accident from occurring? If the answer is yes, the accident shall be defined as preventable.

Staff will be available to answer any questions.

# Memo

Date: December 22, 2021  
To: Olivenhain Municipal Water District Safety Committee  
From: Tim Schuette, Safety / Risk Compliance Administrator  
Subject: **CONSIDER A REPORT ON NOVEMBER AND DECEMBER SAFETY/RISK COMPLIANCE ACTIVITIES**

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Attached is a list of safety/risk compliance activities for the months of November and December 2021. Staff will be on hand to answer questions.

Attachment: List of Safety / Risk Compliance Activities

## **Safety/Risk Compliance Activities November/December 2021**

### **November:**

- Performed daily site inspections during the Rancho Santa Fe Fire and other North County Fire Departments Confined Space Training on District property.
- Provided new employee Safety Orientation for the new Department Assistant I, Systems Administrator, and Administrative Analyst.
- Completed the 4<sup>th</sup> quarter Department of Transportation (DOT) random analysis.
- Conducted an injury investigation involving two employees.

### General Duties

- Project Heartbeat - Automatic Emergency Defibrillator (AED) Monthly Check List
- Facilitated tailgate training to all departments
- Member Area Communication System (MACS) Radio Test
- Completed fire extinguisher inspections
- Completed emergency shower/eye wash station inspections

### **December:**

- Facilitated the Annual Emergency Operations Center tabletop exercise focusing on earthquake preparedness.
- Conducted an emergency evacuation fire drill at District headquarters.
- Attended the 4<sup>th</sup> quarter Water Utilities Safety Managers (WUSMA) meeting.
- Conducted a comparison analysis of the current SDRMA workers' compensation premiums with ACWA JPIA.

### General Duties

- Project Heartbeat - Automatic Emergency Defibrillator (AED) Monthly Check List
- Facilitated tailgate training to all departments
- Member Area Communication System (MACS) Radio Test
- Completed fire extinguisher inspections
- Completed emergency shower/eye wash station inspections

# Memo

Date: December 22, 2021  
To: Olivenhain Municipal Water District Safety Committee  
From: Tim Schuette, Safety / Risk Compliance Administrator  
Subject: **CONSIDER A REPORT ON SAFETY PROGRAM REVIEW DATES AND UPDATE SCHEDULE**

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Attached is a list of OMWD safety programs along with their latest revision dates and schedule for next review.

Attachment(s): List OMWD Safety Programs/Plans Revision Dates and Review Schedule

**OMWD Safety Programs/Plans  
Revision Dates and Review Schedule**

Program	Latest Revision Date	Scheduled Review Date
Confined Space Entry Program	2021	Feb-22
Injury and Illness Prevention Program	2021	Mar-22
Hazard Communication Program	2008	Apr-22
Respiratory Protection Program	2018	May-22
Emergency Response Plan	2012	Jun-22
Fire Prevention Plan	2008	Jul-22
Hearing Conservation Program	2016	Aug-21
Lock-out Tag-out Program	2015	Sep-21
Excavation and Trenching Safety Program	2016	Oct-21
Personnel Protection Equipment Program	2013	Nov-21
Forklift and Backhoe Safety Program	Section 1 / 2- 2013	Dec-21

# Memo

Date: December 22, 2021  
To: Olivenhain Municipal Water District Safety Committee  
From: Tim Schuette, Safety / Risk Compliance Administrator  
Subject: **CONSIDER INFORMATIONAL REPORT ON ACTIVE SHOOTER TRAINING  
OPTIONS**

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## **Purpose**

The purpose of this item is to provide a cost and content comparison of Active Shooter Training provided by several organizations.

## **Recommendation**

Staff recommends that the committee provide any input that it sees fit into the need to request additional quotations.

## **Alternative(s)**

Not applicable; staff will seek the committee's input.

## **Background**

In early 2021, an employee submitted a safety suggestion requesting that the District provide hands-on active shooter training for employees. The request was a result of increased awareness of recent events occurring in workplaces nationwide. It was requested by the Safety Committee that the SRCA inquire with the San Diego County





# Memo

Date: December 22, 2021  
To: Olivenhain Municipal Water District Safety Committee  
From: Tim Schuette, Safety / Risk Compliance Administrator  
Subject: **CONSIDER INFORMATIONAL REPORT ON THE PROPOSED PRESCRIPTION SAFETY GLASSES PROGRAM**

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## **Purpose**

The purpose of this item is to provide an overview of the proposed prescription safety glasses program which will establish the guidelines regarding the purchase and use of prescription safety glasses for employees who require safety glasses tailored to their personal prescriptions.

## **Recommendation**

Staff recommends approving the implementation of this prescription safety glasses program.

## **Alternative(s)**

- The Safety Committee could choose to not approve the proposed prescription safety glasses program as presented.
- The Safety Committee could direct staff as otherwise deemed appropriate.

## **Background**

Employees working in locations where there is a risk of receiving eye injuries such as

punctures, abrasions, contusions, or burns as a result of contact with flying particles, hazardous substances, projections or injurious light rays which are inherent in the work or environment, shall be safeguarded by means of face or eye protection. Suitable screens or shields isolating the hazardous exposure may be considered adequate safeguarding for nearby employees. According to Cal OSHA Title 8 CCR 3382 employers shall provide and ensure that employees use protection suitable for the exposure. Further, Cal OSHA Title 8 CCR 3382(c) states, *where eye protection is required and the employee requires vision correction, such eye protection shall be provided as follows:*

*(1) Safety spectacles with suitable corrected lenses, or*

*(2) Safety goggles designed to fit over spectacles, or*

*(3) Protective goggles with corrective lenses mounted behind the protective lenses.*

Each of the three options provide adequate protection for hazards present to employees. However, the District currently only provides goggles to fit over glasses. By providing an option that employees support will have the greatest influence on their willingness to wear safety protection. Prescription safety glasses have been requested by several employees. A prescription safety glasses program has been drafted to accommodate employees and establish the guidelines regarding the purchase and use of prescription safety glasses for employees who require safety glasses tailored to their personal prescriptions.

### **Fiscal Impact**

The fiscal impact of this program will be dependent upon the number of participants. Staff recommends providing necessary employees up to \$200 every other year to purchase safety glasses with corrective lenses. Eye exams will not be covered as exams are covered every 12 months through District vision insurance. It is currently estimated that 15 pairs will be purchased every two years with a total cost of approximately \$3,000 (15 x \$200). The current eye protection provider offers several options to employees based on individual needs. Any costs exceeding \$200 will be the responsibility of the employee. This provides the employee access to upgraded and additional add-on features, if desired. The options available to employees under this program include:

#### Frame Collection Costs

B1 Class Collection ..... \$30.00

E2 Class Collection .....	\$55.00
F3 Class Collection.....	\$70.00
P4 Class Collection .....	\$85.00
T5 Class Collection .....	\$130.00

Lens Design

Single Vision .....	\$80.00
Bifoca1/Trifocal.....	\$130.00
Occupational/Double Seg .....	\$205.00
Progressive A.....	\$170.00
Progressive P .....	\$205.00

Add-On Options

Tint .....	\$25.00
Transition VII .....	\$120.00
Polarized.....	\$120.00
TD2 with Optifog.....	\$80.00
Sharpview Anti-reflective coating.....	\$75.00

**Discussion**

**INTRODUCTION**

This policy establishes the guidelines regarding the purchase and use of prescription safety glasses for employees who require safety glasses tailored to their personal prescriptions.

Ordinary prescription glasses do not provide adequate protection from impact injury to the eyes. The minimum acceptable eye protection requires the use of hardened glass or plastic spectacles meeting the most recent version of the American National Standards Institute (ANSI) Z87.1 requirements.

Employees issued prescription safety glasses will be required to wear them at all times when they are exposed to potential hazards such as flying particles, liquid chemicals, acids or caustic liquids, chemical gases or vapors, or when working overhead.

Contact lenses will not be covered for purchase under this policy.

The District will choose one prescription safety glasses provider to participate in this program. Employees using the program will only be able to obtain prescription safety glasses from that provider.

## **RESPONSIBILITIES**

Supervisors shall be responsible for the following:

1. Ensuring that the employees in their departments adhere to the requirements of this program.
2. Ensuring that the employees in their departments wear the glasses while performing work tasks when eye protection is required.
3. Ensuring that the glasses are turned in when the employee leaves OMWD for any reason whether it be resignation, retirement, or termination.

The employee shall be responsible for the following:

1. Wearing the prescription safety glasses at all times when they are exposed to potential hazards from flying particles, liquid chemicals, acids or caustic liquids, chemical gases or vapors, or working overhead.
2. Storing the prescription safety glasses in a location at work free from dirt, dust, chemicals, and other hazards that may damage them.
3. Cleaning and disinfecting the glasses regularly with soap and water, isopropyl alcohol, or a disinfectant solution to ensure longevity.
4. Reading, understanding, and following the rules of this program.
5. Coordinating all services needed with the optical provider used by this program.

The Safety/Risk Compliance Administrator shall be responsible for the following:

1. Assisting the employee in purchasing the prescription safety glasses.
2. Keeping a copy of the employee's prescription on file for at least one year or until the end of employment, whichever comes first.
3. Maintaining and reviewing the program and policy annually to ensure it is up to date.
4. Ensuring that all glasses obtained comply with the American National Standards Institute (ANSI) Z87.1 requirements.

5. Ensuring that employees are trained in how to correctly wear their prescription safety glasses as part of their daily personal protective equipment.

### **REQUIREMENTS TO PARTICIPATE IN THE PROGRAM**

The following requirements must be met in order to participate in the prescription safety glasses program:

1. Employees must have a prescription and eye exam from an accredited optical clinic that is within 12 months or newer. The District will not provide or pay for an eye exam.
2. Employees must provide the Safety/Risk Compliance Administrator with a copy of the prescription that will remain on file for recording purposes.
3. The employee must complete a Prescription Safety Glasses Approval Form. The form must be completed and approved before a purchase will be granted.

### **ACQUIRING THE PRESCRIPTION SAFETY GLASSES**

Once the employee has met all of the requirements, they will then be allowed to visit the designated provider and purchase a pair of glasses or request an on-site fitting and purchasing at no extra cost. Employees must present their approved Prescription Safety Glass Approval Form at the time of purchase.

The employee will have the opportunity to choose from several frame classes (B1 Class, E2 Class, F3 Class, P4 Class, or T5 Class) that have been pre-determined to best meet the needs of the employees. Appropriate styles and comfort were factors considered for frame selection in ensuring employees will wear their safety equipment. The employee will not have access to every style offered by the provider. The provider will have a record of the approved frames on file.

Please note that only one pair of glasses will be provided to the employee. The employee MUST choose between either a clear lens or a tinted lens. The employee will need to take into consideration the best fit for the tasks they perform while at work.

### **THE DETAILS OF THE PROGRAM**

The following are the details relating to the prescription safety glass program:

1. The District will provide the employee, who has met all the necessary requirements, one pair of prescription safety glasses once every two years.

2. The District will cover up to \$200 of the cost. This is to include lenses, frames, bifocals and tri-focals. Any costs that exceed \$200 will be the responsibility of the employee.
3. The District will give the employee the option of choosing between a clear pair or a tinted pair of glasses or sunglasses depending on which tint their position warrants the most.
4. The employee is required to use the provider that the District has chosen.
5. The employee is not allowed to take the glasses provided by the District to their personal optometrist for any form of adjustments, fittings, or replacement parts. The employee must have all work performed by the provider that is participating in the program.
6. The provider will conduct adjustments and fittings free of charge.
7. The employee must understand that the glasses are the property of the District and to only be worn during work hours.
8. The employee will be responsible for the purchase of replacement safety glasses if they are lost or damaged due to the employee's negligence. Employees will be required to wear eye protection over their personal spectacles until the new pair of prescriptions safety glasses have been obtained.
9. Upon termination of employment, the employee shall return their safety glasses back to the District.

#### **CHANGES IN PRESCRIPTIONS**

Employees who are requesting replacement of safety glasses due to a prescription change before the two year time frame has expired must notify their supervisor and will need to fill out another Prescription Safety Glasses Approval Form. This form will then be reviewed by Safety/Risk Compliance Administrator and the HR Manager. Each replacement will be considered on a case by case basis.

#### **DISCIPLINARY ACTION**

Employees who fail to comply with the program responsibilities may be subject to disciplinary action.



# Memo

Date: December 22, 2021  
To: Olivenhain Municipal Water District Safety Committee  
From: Tim Schuette, Safety / Risk Compliance Administrator  
Subject: **CONSIDER THE SAFETY ACTION-ITEMS ASSIGNED / COMPLETED**

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Attached is the list of action items assigned and their current status.

Attachment: Safety Meeting Action Items

### SAFETY MEETING ACTION ITEMS

<b>Safety Meeting Date</b>	<b>Discussion/Agenda Item</b>	<b>Assigned To</b>	<b>Deadline/Timeline</b>	<b>Completed</b>	<b>Additional Comments</b>
<b>10/29/2020</b>	(SHNQT) Revisit the dollar \$ amount for preventable damage to District vehicles/property; and the language for preventable accidents and/or vehicle incident damage annually in October.	Tim Schuette	10/27/2021	<b>Annually</b>	Oct 21, 2021, the committee voted to keep the \$10,000 cap.
<b>Standing Item</b>	The ACWA/JPIA LaBounty Award (now called the Safety Award) for invented or fabricated methods or tools that are better and safer to complete a task is presented at ACWA Spring or Fall Conference.	Dept. Managers	<b>Ongoing</b>	<b>As needed</b>	The District will continue to submit innovative methods or tools to ACWA/JPIA when applicable.
<b>Standing Item</b>	Caught Being Safe (CBS) Program.	Tim Schuette	<b>Report at Meeting</b>	<b>As needed</b>	Two Caught Being Safe Awards. See Below.
<b>10/29/2020</b>	Conduct review for vegetation brush clearing requirements for fire mitigation around the DCMWTP with local fire department.	Tim Schuette	<b>6/30/2021</b>	<b>Annually</b>	Met with Rancho Santa Fe Fire on October 4, ongoing.
<b>Ongoing</b>	Safety Suggestions	Tim Schuette	<b>Ongoing</b>	<b>As needed</b>	No new suggestions. Safety glasses program and active shooter training to be discussed at 12/22/21 meeting.



## Caught Being Safe Awards

<p>Raymond Motas Jason Emerick</p>	<p>On Thursday November 4<sup>th</sup> while Raymond Motas and Jason Emerick were performing UV intensity probe verification, which has to be done on each of the 8 modules monthly to maintain compliance with our Title 22 Permit, I noticed that they had a very safe work area.</p> <p>During the verification process, the UV bank has to warm up for 15 minutes before a reading can be taken followed by a 10 minute cool down period before the verification sensor can be removed and the duty sensor re-installed. The open channel was clearly marked by stanchions/chains and the decking, that had been removed for access, was marked with cones to prevent trip/fall hazards.</p> <p>Once it was determined what this work entailed, the operators procured the safety equipment and implemented the new SOP for this work.</p>
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# Memo

Date: December 22, 2021  
To: Olivenhain Municipal Water District Safety Committee  
From: Tim Schuette, Safety / Risk Compliance Administrator  
Subject: **CONSIDER INFORMATIONAL REPORT ON COVID TASK FORCE UPDATES**

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Any COVID Task Force updates will be provided orally at the Safety Committee meeting.

# Memo

Date: December 22, 2021  
To: Olivenhain Municipal Water District Safety Committee  
From: Tim Schuette, Safety / Risk Compliance Administrator  
Subject: **CONSIDER FUTURE AGENDA ITEMS**

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This is an opportunity for anyone who may have an item for consideration at a future Safety Committee meeting.



# Memo

Date: December 22, 2021  
To: Olivenhain Municipal Water District Safety Committee  
From: Tim Schuette, Safety / Risk Compliance Administrator  
Subject: **CLOSED SESSION DISCUSSION (If Necessary)**

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It may be necessary to go into a Closed Session.

WE ARE NOW ADJOURNED

THE NEXT SAFETY COMMITTEE MEETING  
WILL BE HELD ON **FEBRUARY 23, 2022**