



**MINUTES OF A REGULAR
SAFETY COMMITTEE MEETING**

February 23, 2022

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

Robert F. Topolovac

Jason Emerick, Water Reclamation Operator Level III

Brandon Barnick, Field Services Supervisor

none

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
Evan DeWindt, Water Treatment Plant Operator Level IV
Mark Wilson, Operations Supervisor - Construction

Recorder:

Shawn Patterson, Records & Contracts Coordinator

Chair Thorner called the meeting to order at 2:36 p.m. Director present was Topolovac. Director Meyers was unable to attend due to an unforeseen scheduling conflict. 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 Co-chair Joslin and approved by the following roll call vote:

AYES: Thorner, Topolovac, Joslin, Schuette

NOES: None

ABSTAIN: None

ABSENT: Meyers

4. PUBLIC COMMENTS

There was no one present for public comment.

5. CONSIDER APPROVAL OF THE MINUTES OF THE DECEMBER 22, 2021 REGULAR SAFETY COMMITTEE MEETING

Co-Chair Joslin moved to approve the December 22, 2021 Regular Safety Committee Meeting minutes, seconded by John Onkka and approved by the following roll call vote:

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

6. CONSENT CALENDAR:

C-a. CONSIDER APPROVAL OF THE MARCH/APRIL 2022 TRAINING CALENDAR

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

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

7. CONSIDER AN INFORMATIONAL REPORT ON THE "SAFETY HAS NO QUITTING TIME" (SHNQT) 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.

Chair Thorner asked co-chair Schuette to research OSHA's Injury Incident Rate formula to determine if employee hours worked includes overtime hours.

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 report. The incident occurred on December 15, 2021, when a District employee was attempting to park truck 63 in the La Costa CVS parking lot and bumped a citizen's vehicle resulting in minor scrape damage.

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

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

9. CONSIDER A REPORT ON JANUARY AND FEBRUARY SAFETY/RISK COMPLIANCE ACTIVITIES

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

10. CONSIDER SAFETY ACTION ITEMS ASSIGNED / COMPLETED

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

Co-Chair Schuette mentioned that one employee was recognized according to the Caught Being Safe program for their commitment to safety by turning over a suspicious package containing a flash drive to the IT department for further review.

11. CONSIDER INFORMATIONAL REPORT ON COVID TASK FORCE UPDATES

Chair Thorner provided an overview of COVID Task Force updates. It was stated that OSHA rules are in effect until April; however, OSHA could potentially extend COVID rules for another two years.

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 2:59 p.m. The next Safety Committee meeting is scheduled for Wednesday, April 27, 2022 at 2:30 p.m.

Robert F. Topolovac
Board Director
Olivenhain Municipal Water District

ATTEST:

Neal Meyers
Board Director
Olivenhain Municipal Water District