



**MINUTES OF A REGULAR
SAFETY COMMITTEE MEETING**

February 27, 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:

Telemetry and Information Technology:

Water Reclamation Facility:

Safety SUB-Committee:

*Chris Bumcrot, Adam Calm, Tammi Bowman, Dan Nevitt,
Bryan Rickards, Tong Tang*

Additional Employee Attendees:

Recorder:

ATTENDEES

Kim Thorner, General Manager

Tom Wood, Human Resources Manager
Tim Schuette, Safety/Risk Compliance Administrator

Robert F. Topolovac
Robert M. Kephart

Jason Emerick, Water Reclamation Operator Level III

Jeff Anderson, Park Supervisor

Cathy Collier, Project Accountant II

Tom Arellano, Water Treatment Facilities Supervisor

Steve Weddle, Engineering Services Supervisor

Rainy Selamat, Finance Manager

Don Hussey, Operation Supervisor "Systems"

Dan Nevitt, Instrument Control Technician II

John Onkka, Water Reclamation Facilities Supervisor

Adam Calm, Systems Operator III

Tammi Bowman, Accountant I

Tong Tang, Field Services Technician II

None

Cienamon Bailey, Records & Contracts Coordinator, HR Dept.

Chair Thorner called the meeting to order at 8:04 A.M. and called the roll; Director Topolovac was present; Director Kephart was present.

3. ADOPTION OF AGENDA

Director Kephart moved to adopt the Agenda, seconded by Director Topolovac and carried unanimously.

4. PUBLIC COMMENTS

There was no one present for public comment.

5. CONSIDER APPROVAL OF THE MINUTES OF THE DECEMBER 19, 2019 REGULAR SAFETY COMMITTEE MEETING

Director Kephart moved to approve the December 19, 2019 Regular Safety Committee Meeting minutes, seconded by John Onkka and carried unanimously.

6. CONSENT CALENDAR:

C-a. CONSIDER APPROVAL OF THE MARCH/APRIL 2020 TRAINING CALENDAR

Co-Chair Wood moved to approve the Consent Calendar, seconded by Rainy Selamant and carried unanimously.

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

Co-Chair Schuette reported on the injury, vehicle, and property statistical information provided in the Safety packet. Co-Chair Schuette emphasized changes in national annual illness and injury rates.

8. CONSIDER INFORMATIONAL REPORT ON ROLL UP DOOR INCIDENT

Co-Chair Schuette provided an informational report on options for improving safety and incident preventive training for regarding roll up doors. Engineering and Administrative controls were discussed by the committee.

Joseph Randall moved to implement administrative controls 2, 3, and 4, seconded by Director Topolovac and carried unanimously.

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

Co-Chair Schuette stated that On February 11, 2020 an employee driving truck number #97 dented the front bumper while going through a bank drive through ATM. The repairs are estimated at \$3,000. The committee ask to research alternative choices for repairing the bumper in order to reduce the cost.

Rainy Selamant moved that this injury was preventable, seconded by Director Kephart and carried unanimously.

10. CONSIDER INFORMATIONAL REPORT ON DOG BITE TRAINING

Co-Chair Schuette provided an informational report on options for dog bite training. The committee asked to continue this discussion at a future date with additional information regarding increasing student class ratio with additional cost.

11. CONSIDER A REPORT ON JANUARY AND FEBRUARY 2020 SAFETY/RISK COMPLIANCE ACTIVITIES

Co-Chair Schuette provided a report on January and February 2020 Safety/Risk compliance activities.

13. CONSIDER SAFETY ACTION ITEMS ASSIGNED / COMPLETED

Co-Chair Schuette stated that there were 18 employees recognized for the Caught Being Safe program.

14. CONSIDER FUTURE AGENDA ITEMS

15. CLOSED SESSION DISCUSSION (If Necessary)

There was no Closed Session.

16. ADJOURNED

Chair Thorner adjourned the meeting at 9:04 A.M. The next Safety Committee meeting is scheduled for Thursday, April 30, 2020 at 8:00 A.M.

ATTEST:

Robert F. Topolovac
Board Director
Olivenhain Municipal Water District

Robert M. Kephart
Board Director
Olivenhain Municipal Water District