



Safety Committee Meeting

March 25, 2026

**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 AND IN PERSON**

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: March 25, 2026

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

PLACE: HYBRID REGULAR MEETING VIA TELECONFERENCE AND IN PERSON

The meeting is being held virtually as a convenience to the public. The meeting will not stop or suspend its in-person meeting should a technological interruption occur with respect to the Zoom or call-in options listed on the agenda.

For Zoom Participation:

www.zoom.us/join

Meeting ID: 812 1356 3077

Password: 450916

For Zoom Call-in Only:

Call: (669) 900-9128

Meeting ID: 812 1356 3077

Password: 450916

Public Participation/Comment: Members of the public can participate in the meeting by emailing your comments on an agenda item to the Safety/Risk Compliance Administrator at tschuetter@olivenhain.com or address the committee directly in real-time under the public comments section. If you do not receive a confirmation email that your comment has been received, please call (760) 632-4217 or address the committee under the public comments section to ensure that your comments are heard in real-time. The subject line of your email should clearly state the item number you are commenting on and should include your name and phone number. All comments will be emailed to the Safety Committee.

*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 January 28, 2026 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 April/May 2026 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 February and March Safety/Risk Compliance Activities
10. Consider Potential Security Services for District Facilities
11. Consider the Safety Action-Items Assigned/Completed
12. Consider Future Agenda Items
13. Adjournment

Memo

Date: March 25, 2026
To: Olivenhain Municipal Water District Safety Committee
From: Tim Schuette, Safety / Risk Compliance Administrator
Subject: **CONSIDER APPROVAL OF THE MINUTES OF THE JANUARY 28, 2026
REGULAR SAFETY COMMITTEE MEETING**

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: March 25, 2026
To: Olivenhain Municipal Water District Safety Committee
From: Tim Schuette, Safety / Risk Compliance Administrator
Subject: **CONSIDER APPROVAL OF THE APRIL/MAY 2026 TRAINING CALENDAR**

Attached is the April/May training calendar.

Attachment: Schedule for Safety Training

**Olivenhain MWD
Training Calendar
April/May 2026**

APRIL:

Tailgate Topics:

- Heat Illness Prevention – Indoor/Outdoor (SDRMA)
- UV Safety (OMWD)

Events:

- Forklift Operator

MAY:

Tailgate Topics:

- Wildfire Smoke Protection (SDRMA)
- Proper Lifting and Back Safety (OMWD)

Events:

- None

Memo

Date: March 25, 2026
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**

Attached is the current report for the number of injuries for years 2022-2026; consecutive number of days since the last preventable injury; and the vehicle/property damage amounts for years 2022-2026.

Attachments: SHNQT Report; Vehicle/Property Damage



The Injury Incident Rate (IIR) for OMWD in 2025 was 2.1 recordable injuries based on OSHA's IIR Formula:

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

<u>OMWD Injury Rates (Based on the 3-year avg of 90 employees)</u>			
2023 - 3.2	2024 - 3.2	2025 - 2.1	<u>3-year avg = 2.8 injuries</u>
<u>NAICS OSHA Recordable Injury Rates (Based on Code 22131)</u>			
2022 - 2.1	2023 - 2.2	2024 - 2.3	<u>3-year avg = 2.2 injuries</u>

The Survey of Occupational Injuries and Illnesses data for 2024 are scheduled to be released on January 26, 2026.

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). 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
September 13, 2022**

**INJURY AND LOST TIME COUNT AS OF
March 25, 2026**

CONSECUTIVE NUMBER OF WORK DAYS WITHOUT
A PREVENTABLE LOST TIME (Days Away from Work) INJURY
1,289 Days

OMWD SAFETY RECOGNITION PROGRAM 2026

NUMBER OF PREVENTABLE INJURIES IN 2026 = 0
NUMBER OF PREVENTABLE LOST DAYS IN 2026 = 0
Recordable OSHA Injuries "OSHA 300 Log" in 2026 = 0
Recordable OSHA Lost Days "OSHA 300 Log" in 2026 = 0
CURRENT Injury Illness Rate (IIR) = 0.0

Year-to-Date 2026 Totals:

Preventable Vehicle Incident and/or Vehicle Related Property Damage in CY 2026 = **\$0.00** See Attached

- Estimated damages will also count in this total if decided not to repair the vehicle.

TOTAL PREVENTABLE DAMAGES

2022		
OMWD VEHICLE DAMAGED	OMWD VEHICLE DAMAGE \$ AMT	OTHER PROPERTY DMG \$ AMT
DEC - #46 (LICENSE PLATE MOUNT - PRIUS)	\$0.00	\$68.00
Total	\$0.00	\$68.00

TOTAL PREVENTABLE VEHICLE INCIDENT AND/OR VEHICLE RELATED PROPERTY DAMAGE IN 2022 **\$68.00**

2023		
OMWD VEHICLE DAMAGED	OMWD VEHICLE DAMAGE \$ AMT	OTHER PROPERTY DMG \$ AMT
JUN - #112 (PASSENGER SIDE FENDER)	\$2,307.70	
NOV - BACKHOE HIT SUBSURFACE INSTALLATION	0.00	\$3,631.30
Total	\$2,307.70	\$3,631.30

TOTAL PREVENTABLE VEHICLE INCIDENT AND/OR VEHICLE RELATED PROPERTY DAMAGE IN 2023 **\$5,939.00**

2024		
OMWD VEHICLE DAMAGED	OMWD VEHICLE DAMAGE \$ AMT	OTHER PROPERTY DMG \$ AMT
APR - #115 BACKED INTO CONTRACTOR VEHICLE	\$0.00	\$1,150.61
NOV- #75 HIT LARGE ROCK IN DECORATIVE ISLAND	\$5,500.00	\$0.00
Total	\$5,500.00	\$1,150.61

TOTAL PREVENTABLE VEHICLE INCIDENT AND/OR VEHICLE RELATED PROPERTY DAMAGE IN 2024 **\$6,650.61**

2025		
OMWD VEHICLE DAMAGED	OMWD VEHICLE DAMAGE \$ AMT	OTHER PROPERTY DMG \$ AMT
MAR - #90 HIT GOLF COURSE RETAINING WALL	\$7,724.98	\$0.00
APR - #04 REAR ENDED CITIZEN'S VEHICLE	\$1,284.48	\$0.00
JUL - #94 DENTED REAR BUMPER	\$1,074.00	\$3,974.00
Total	\$10,083.46	\$3,974.00

TOTAL PREVENTABLE VEHICLE INCIDENT AND/OR VEHICLE RELATED PROPERTY DAMAGE IN 2025 **\$14,057.46**

2026		
OMWD VEHICLE DAMAGED	OMWD VEHICLE DAMAGE \$ AMT	OTHER PROPERTY DMG \$ AMT
Total	\$0.00	

TOTAL PREVENTABLE VEHICLE INCIDENT AND/OR VEHICLE RELATED PROPERTY DAMAGE YEAR TO DATE **\$0.00**

Memo

Date: March 25, 2026
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)**

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.

Injuries:

- None at this time

Vehicle related property damage:

- None at this time

Staff will be available to answer any questions.

Memo

Date: March 25, 2026
To: Olivenhain Municipal Water District Safety Committee
From: Tim Schuette, Safety / Risk Compliance Administrator
Subject: **CONSIDER A REPORT ON FEBRUARY AND MARCH SAFETY/RISK COMPLIANCE ACTIVITIES**

Attached is a list of safety/risk compliance activities for the months of February and March. Staff will be available to answer any questions.

Attachment: List of Safety / Risk Compliance Activities

Safety/Risk Compliance Activities February/March 2026

February:

- Conducted new hire safety orientations for a SDCWA intern and the Financial Analyst I.
- Performed a safety assessment of the fluoridation process at the DCMWTP.
- Met with the consultant regarding the fluoridation process study at the DCMWTP.

General Duties

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

March:

- Facilitated asbestos concrete pipe handling training for Construction staff.
- Met with consultants regarding updates to the fluoridation process study.
- Held the Safety Recognition luncheon event.
- Facilitated on-site prescription safety eyewear fittings for necessary staff.
- Hosted respiratory fit testing for necessary staff.
- Distributed the new replacement AED units to all District facilities.

General Duties

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



Memo

Date: March 25, 2026
To: Olivenhain Municipal Water District Board of Directors
From: Tim Schuette, Safety / Risk Compliance Administrator
Via: Kimberly A. Thorner, General Manager
Subject: **CONSIDER POTENTIAL SECURITY SERVICES FOR DISTRICT FACILITIES**

Purpose

The purpose of this agenda item is to provide information to the Safety Committee regarding potential security services for District remote facilities and to present preliminary cost estimates for consideration as part of the two-year budget development process starting FY 2026-2027.

Recommendation

Staff recommends that the Safety Committee review the information provided regarding potential security service options and provide direction to staff on whether to further evaluate and incorporate security services into the two-year budget planning process.

Alternatives

- Provide alternative direction to staff regarding security measures for District facilities.
- Take no action.

Background

The District operates multiple facilities and remote sites throughout its service area. These locations include operational infrastructure and other facilities that may occasionally experience issues such as trespassing, loitering, vandalism, or other suspicious activity. While local law enforcement responds to criminal incidents, private security patrol services can provide an additional layer of monitoring, deterrence, and response for non-emergency situations.

At the January 28, 2026 Safety Committee meeting, the committee requested that staff have a future agenda item to discuss potential security services for District facilities beginning in Fiscal Year 2026-2027 as part of the upcoming two-year budget cycle. In response to the committee's request, staff contacted private security service providers to obtain preliminary information and cost estimates for potential patrol and response services.

One provider indicated that response services could be provided on an as-needed basis at a cost of \$200 per response visit, without a routine patrol contract. A separate proposal was received for a more comprehensive service model that includes routine patrols of District sites as well as response to service requests. Under this proposal, daily patrol service would include patrol of four remote locations once per day, seven days per week, for \$2,800 per month. The same proposal includes response to service requests, such as reports of suspicious persons, vehicles, or other concerns, at a rate of \$35 per response when combined with the routine patrol contract.

Typical response requests may include situations such as:

- Suspicious persons or vehicles
- Individuals loitering at District facilities
- Noise complaints or other disturbances
- Observed trespassing or unusual activity

Response times may vary depending on security officer availability and location, but providers typically indicate response within approximately 30 minutes during overnight hours.

Fiscal Impact

If the District were to implement a routine patrol program similar to the proposal received, the estimated cost for daily patrol of four sites would be \$2,800 per month, or approximately \$33,600 annually. Additional service requests would be billed at

approximately \$35 per response when combined with a patrol contract. If the District were to utilize the same provider without entering into a routine patrol contract, the cost for a service request response would be \$55 per response. Alternatively, if the District chose to utilize response services without a patrol contract, a separate provider indicated that responses could be billed at \$200 per response visit.

Actual costs would depend on the level of service selected, the number of sites included, and the frequency of service requests. These potential costs have not been incorporated yet into the District's new two-year budget. Any additional expenditures associated with implementing patrol or response services would be in excess of the established 3.8% CPI budget increase for FY 2026-2027.

Discussion

Routine patrol services could provide a visible deterrent to trespassing, vandalism, and other unwanted activity at District facilities. Patrol officers typically conduct drive-through inspections of properties, observe conditions, and report any issues requiring attention. In addition, the availability of a security provider to respond to service requests may allow staff to request site checks when alarms are triggered or suspicious activity is reported.

The use of a voluntary duty patrol by District employees has previously been discussed as a potential alternative security measure. However, the number of employees eligible to participate would likely be very limited, as volunteers would need to be authorized to drive District vehicles while not being assigned to the duty roster in order to avoid any potential conflicts with emergency response responsibilities.

The committee may wish to consider whether routine patrol services, on-call response services, or a combination of both would provide the most effective approach for improving security at remote facilities. If the committee determines that additional security services should be pursued, staff can further evaluate service levels, refine cost estimates, and incorporate potential funding into the new two-year budget.



Memo

Date: March 25, 2026
To: Olivenhain Municipal Water District Safety Committee
From: Tim Schuette, Safety / Risk Compliance Administrator
Subject: **CONSIDER THE SAFETY ACTION-ITEMS ASSIGNED / COMPLETED**

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

Attachment: Safety Meeting Action Items

SAFETY MEETING ACTION ITEMS

Safety Meeting Date	Discussion/Agenda Item	Assigned To	Deadline/Timeline	Completed	Additional Comments
11/20/2025	(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 November.	Tim Schuette	11/25/2026	Annually	The Safety Committee then full Board approved an increase to \$15,000 from \$10,000 for preventable vehicle/property damage annual goal.
Standing Item	Caught Being Safe (CBS) Program	Tim Schuette	Report at Meeting	As needed	See Below
Ongoing	Safety Suggestions	Tim Schuette	Ongoing	As needed	No new suggestions.
5/28/2025	Review the Workplace Violence Prevention Plan (WVPP).	Tim Schuette	5/27/2026	Annually	Plan to be reviewed on an annual basis.
9/24/2025	Provide updates regarding ACWA/JPIA future exclusion/restrictions for electrified fencing (AMAROK).	Tim Schuette	11/25/2026	As needed	Discuss ACWA/JPIA's position on AMAROK fencing pending their 9/24/2026 Liability Committee meeting then Executive Committee meeting.

CAUGHT BEING SAFE

Cody Hughes



During excavation activities conducted in the vicinity of Calle Timateo and Caminto Malaga, a local news cameraman was present to document the excavation and repair work of the valve leak. The cameraman repositioned within the work area to obtain various viewpoints. When vacuum excavation equipment was placed into operation for removal of excavated material, Cody verified that all construction personnel were utilizing required hearing protection in accordance with applicable safety standards and provided approved earplugs to the cameraman to ensure compliance with hearing protection requirements.

Shawnn Schaub



While disposing of a large chunk of concrete and block from an old water fountain (500-600 lbs). Shawnn determined the safest way to do so was to pass a high tensile strength nylon strap through the center of the chunk via an old incased drain pipe. He then attached the strap to the bucket hooks of a backhoe and carefully placed the material into the dumpster. This is not within the routine job duties of a Park Ranger.

Memo

Date: March 25, 2026
To: Olivenhain Municipal Water District Safety Committee
From: Tim Schuette, Safety / Risk Compliance Administrator
Subject: **CONSIDER FUTURE AGENDA ITEMS**

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

Future Agenda Items:

- CY 2026 Annual Objective - Review policy for third-party fire protection services with the Safety Committee.

WE ARE NOW ADJOURNED

THE NEXT SAFETY COMMITTEE MEETING
WILL BE HELD ON **MAY 27, 2026**