



Safety Committee Meeting

April 27, 2022

**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: April 27, 2022

TIME: 2:30 P.M.

PLACE: HYBRID REGULAR MEETING VIA TELECONFERENCE AND IN PERSON

Pursuant to the State of California Executive Order, and in the interest of public health, OMWD is temporarily taking actions to mitigate the COVID-19 pandemic by holding Safety Committee Meetings electronically or by teleconference. This meeting will be a hybrid of in person and teleconference. The Boardroom will be open to the public; however, masks must be worn if unvaccinated.

To join this meeting via phone, please dial:
(669) 900-9128 or (253) 215-8782
Meeting ID: 881 4253 5930 and Password: 556129

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 February 23, 2022 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 May/June 2022 Training Calendar

7. Consider an Informational Report on the “Safety Has No Quitting Time” (SHNQT) Program
8. Consider Review of Employee Injuries, Vehicle Accidents, and Safety Reports (If Necessary)
9. Consider a Report on March and April Safety/Risk Compliance Activities
10. Consider the Safety Action-Items Assigned/Completed
11. Consider Informational Report on COVID Task Force Updates
12. Consider Informational Report on the Installation of a High-Performance Wireless Research and Education Network (HPWREN) and Alertwildfire Infrastructure at Denk Reservoir
13. Consider Future Agenda Items
14. Closed Session (If Necessary)
15. Adjournment

Memo

To: Olivenhain Municipal Water District Safety Committee
From: Tim Schuette, Safety / Risk Compliance Administrator
Subject: **CONSIDER APPROVAL OF THE MINUTES OF THE FEBRUARY 23, 2022
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: April 27, 2022
To: Olivenhain Municipal Water District Safety Committee
From: Tim Schuette, Safety / Risk Compliance Administrator
Subject: **CONSIDER APPROVAL OF THE MAY/JUNE 2022 TRAINING CALENDAR**

Attached is the May/June training calendar.

Attachment: Schedule for Safety Training

**Olivenhain MWD
Training Calendar
May/June 2022**

May:

Tailgate Topics:

- Outdoor Hazards - Snakes, spiders, and more (SDRMA)
- Reducing the threat of Customer Violence (OMWD)

June:

Tailgate Topics:

- Office Ergonomics – Setting Yourself Up (SDRMA)
- Lifting Safety (OMWD)

Events:

- Active Shooter Training

Memo

Date: April 27, 2022
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 2018-2022; consecutive number of days since the last preventable injury; and the vehicle/property damage amounts for years 2018-2022.

Staff will be available to answer any questions.

Attachments: SHNQT Report; Vehicle/Property Damage



The Injury Incident Rate (IIR) for OMWD in 2021 was 3.7 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)

2019 - 2.4, 2020 - 1.13, 2021 - 3.7 **3-year avg = 2.4 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 National Injury / Illness Rate for 2021 will be available by the Bureau of Labor Statistics in October 2022.

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

March 8, 2021

INJURY AND LOST TIME COUNT AS OF

April 27, 2022

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

415 Days

OMWD SAFETY RECOGNITION PROGRAM 2022

NUMBER OF PREVENTABLE INJURIES IN 2022 = 0

NUMBER OF PREVENTABLE LOST DAYS IN 2022 = 0

(Recordable OSHA Injuries "OSHA 300 Log" in 2022 = 0)

(Recordable OSHA Lost Days "OSHA 300 Log" in 2022 = 0)

Year-to-Date 2022 Totals:

Preventable Vehicle Incident and/or Vehicle Related Property Damage in CY 2022 = **\$0.00** 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

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
TOTAL	\$5,384.73	\$2,582.73

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
Total	\$9,838.89	\$6,444.33

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
Total	\$2,348.00	\$81.98

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
DEC - #63	\$0.00	\$1,645.72
Total	\$2,892.74	\$1,645.72

TOTAL PREVENTABLE VEHICLE INCIDENT AND/OR VEHICLE RELATED PROPERTY DAMAGE IN 2021

\$4,538.46

2022		
OMWD VEHICLE DAMAGED	OMWD VEHICLE DAMAGE \$ AMT	OTHER PROPERTY DMG \$ AMT
Total	\$0.00	\$0.00

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

\$0.00

Memo

Date: April 27, 2022
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: April 27, 2022
To: Olivenhain Municipal Water District Safety Committee
From: Tim Schuette, Safety / Risk Compliance Administrator
Subject: **CONSIDER A REPORT ON MARCH AND APRIL SAFETY/RISK COMPLIANCE ACTIVITIES**

Attached is a list of safety/risk compliance activities for the months of March and April 2022. Staff will be on hand to answer questions.

Attachment: List of Safety / Risk Compliance Activities

Safety/Risk Compliance Activities March/April 2022

March:

- Facilitated the annual fire extinguisher service for all of the fire extinguishers throughout the District.
- Conducted an annual fire drill at the DCMWTP.
- Conducted an annual fire drill at the 4SWRF.
- Facilitated the first employee prescription safety glasses employee fitting.
- Hosted a Traffic Control/Flagger training for necessary field staff.
- Attended a Water Utilities Safety Managers meeting.

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

April:

- Updated emergency contacts for all employees.
- Provided safety orientation for a new SDCWA intern.
- Participated in the implementation of safety improvements at the DCMWTP.
- Conducted a safety assessment of the Rancho Sante Fe Valley reclaimed water reservoir in preparation for a structural evaluation of the exterior and interior of the tank.

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: April 27, 2022
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
10/29/2020	(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	10/26/2022	Annually	Oct 27, 2021, the committee voted to keep the \$10,000 cap.
Standing Item	Caught Being Safe (CBS) Program.	Tim Schuette	Report at Meeting	As needed	None
10/29/2020	Conduct review for vegetation brush clearing requirements for fire mitigation around the DCMWTP with local fire department.	Tim Schuette	6/30/2021	Annually	Met with Rancho Santa Fe Fire on October 4, 2021 ongoing.
Ongoing	Safety Suggestions	Tim Schuette	Ongoing	As needed	No new suggestions. Active shooter training scheduled for May/June 2022.

Memo

Date: April 27, 2022
To: Olivenhain Municipal Water District Safety Committee
From: Tim Schuette, Safety / Risk Compliance Administrator
Subject: **CONSIDER INFORMATIONAL REPORT ON COVID TASK FORCE UPDATES**

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

Memo

Date: April 27, 2022
To: Olivenhain Municipal Water District Safety Committee
From: Tim Schuette, Safety / Risk Compliance Administrator
Subject: **CONSIDER INFORMATIONAL REPORT ON THE INSTALLATION OF A HIGH-PERFORMANCE WIRELESS RESEARCH AND EDUCATION NETWORK (HPWREN) AND ALERTWILDFIRE INFRASTRUCTURE AT DENK RESERVOIR**

OMWD will be partnering with the University of California, San Diego (UCSD), Carlsbad Fire Department, and the San Diego Office of Emergency Services by providing a strategic location to install a HPWREN and ALERTWildfire station at the Denk reservoir site.

The HPWREN is a UCSD partnership project led by the San Diego Supercomputer Center and the Scripps Institution of Oceanography, which supports internet-data applications in the research, education, and public safety realms. This is largely used for operational purposes, such as providing connectivity to Incident Command Posts as they are being deployed for large wildfires, and connectivity to fire stations, camps, and air bases. In addition, HPWREN increases the situational awareness with its real-time environmental cameras and other sensors. Some of the meteorological sensors issue automated alerts of critical conditions to various public safety officials.

ALERTWildfire is a consortium of The University of Nevada, Reno, UCSD, and the University of Oregon providing fire cameras and tools to help firefighters and first responders:

- Discover, locate, and confirm fire ignition.
- Quickly scale fire resources up or down.
- Monitor fire behavior during containment.

- Help evacuations through enhanced situational awareness.
- Observe contained fires for flare-ups.

The timeline for this project is currently under development in coordination with other agencies. Licensing, permitting, and planning activities are being developed to ensure the project is completed in compliance with Federal, State, and local regulation.

Memo

Date: April 27, 2022
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.



Memo

Date: April 27, 2022
To: Olivenhain Municipal Water District Safety Committee
From: Tim Schuette, Safety / Risk Compliance Administrator
Subject: **CLOSED SESSION DISCUSSION (If Necessary)**

It may be necessary to go into a Closed Session.

WE ARE NOW ADJOURNED

THE NEXT SAFETY COMMITTEE MEETING
WILL BE HELD ON **JUNE 29, 2022**