



**MINUTES OF A REGULAR
SAFETY COMMITTEE MEETING**

April 30, 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

Geoff Fulks, Operations Manager

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

Don Hussey, Operations Supervisor "Systems"

Cienamon Bailey, Records & Contracts Coordinator, HR Dept.

Chair Thorner called the meeting to order at 8:11 A.M. Directors present were Kephart and Topolovac. It was noted that Directors Kephart and Topolovac participated in the meeting via teleconference in accordance with Governor Newsom's Executive Order N-25-20, which allows for local or state legislative bodies to hold meetings via teleconference, to make meetings accessible electronically, and waives certain Brown Act provisions as stated in item 11 of the Executive Order.

3. ADOPTION OF AGENDA

Director Kephart moved to adopt the Agenda, seconded by Cathy Collier and approved by the following roll call vote:

AYES: Thorner, Kephart, Topolovac, Wood, Schuette
NOES: None
ABSTAIN: None
ABSENT: None

4. PUBLIC COMMENTS

There was no one present for public comment.

5. CONSIDER APPROVAL OF THE MINUTES OF THE FEBRUARY 27, 2020 REGULAR SAFETY COMMITTEE MEETING

Director Topolovac moved to approve the February 27, 2020 Regular Safety Committee Meeting minutes, seconded by Director Kephart and approved by the following roll call vote:

AYES: Thorner, Kephart, Topolovac, Wood, Schuette
NOES: None
ABSTAIN: None
ABSENT: None

6. CONSENT CALENDAR:

C-a. CONSIDER APPROVAL OF THE May/June 2020 TRAINING CALENDAR

Director Kephart moved to approve the Consent Calendar, seconded by Director Topolovac and approved by the following roll call vote:

AYES: Thorner, Kephart, Topolovac, Wood, Schuette
NOES: None
ABSTAIN: None
ABSENT: None

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

Co-Chair Schuette provided an informational report on the injury, vehicle, and property statistical information provided in the Safety packet. He also reported that there was an increase in the 2019 incident involving truck #66. The appraisal came in at \$3,734.33.

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

Co-Chair Schuette stated that on April 16, 2020 an employee driving truck number #63 hit a customer's mailbox and knocked the mailbox off of the post. The property damaged was \$81.89. The mailbox has been repaired.

Director Kephart moved that this accident was preventable, seconded by Director Topolovac and approved by the following roll call vote:

AYES: Thorner, Kephart, Topolovac, Wood, Schuette
NOES: None
ABSTAIN: None
ABSENT: None

9. CONSIDER INFORMATIONAL REPORT ON DOG BITE TRAINING

Co-Chair Schuette provided an informational report on options for dog bite training. The committee agreed to provide two classes in October, due to social distancing, and switch to online training if social distancing still persist.

10. CONSIDER A REPORT ON FEBRUARY AND MARCH 2020 SAFETY/RISK COMPLIANCE ACTIVITIES

Co-Chair Schuette provided an informational report on February and March 2020 Safety/Risk compliance activities.

11. CONSIDER SAFETY ACTION ITEMS ASSIGNED / COMPLETED

There were no employees recognized for the Caught Being Safe program.

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 8:31 A.M. The next Safety Committee meeting is scheduled for Thursday, June 25, 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