



Municipal Water District

**MINUTES OF A REGULAR
SAFETY COMMITTEE MEETING**

May 22, 2024

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

Matthew Hahn

Neal Meyers

Tim Sheppard, Backflow & Cross Connection Coordinator I

Brandon Barnick, Field Services Supervisor

Teresa Chase, Administrative Analyst

Evan DeWindt, Water Treatment Facilities Supervisor

Steve Weddle, Engineering Services Supervisor

Rainy Selamat, Finance Manager

Jesse Bartlett-May, Operations Manager

Jeff Anderson, Park Supervisor

John Onkka, Water Reclamation Facilities Supervisor

Safety SUB-Committee:

Gary Briant, Purchasing/Warehouse Clerk

Joe Jansen, Administrative Analyst

Marcela Novy, Accountant I

Phillip Reed, WTP Operator Level II

Additional Employee Attendees:

Joey Randall, Assistant General Manager

Marvin Cohen, Facilities Coordinator

Recorder:

Shawn Patterson, Records & Contracts Coordinator

Chair Thorner called the meeting to order at 2:31 p.m. Directors present were Hahn and Meyers.

3. ADOPTION OF AGENDA

Co-Chair Joslin moved to adopt the agenda, seconded by Co-Chair Schuette and approved by the following roll call vote:

AYES: Thorner, Hahn, Meyers, Joslin, 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 MARCH 27, 2024 REGULAR SAFETY COMMITTEE MEETING

Director Meyers moved to approve the minutes of the March 27, 2024 Regular Safety Committee meeting, seconded by Co-Chair Joslin and approved by the following roll call vote:

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

6. CONSENT CALENDAR:

C-a. CONSIDER APPROVAL OF THE JUNE/JULY 2024 TRAINING CALENDAR

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

AYES: Thorner, Hahn, Meyers, Joslin, 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 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 2024, as well as the latest vehicle damage report.

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 incident to discuss. The incident occurred on April 4, 2024 when a District vehicle made contact with a contractor's vehicle while backing up at a project site.

Director Meyers moved that the incident was preventable, seconded by Director Hahn and approved by the following roll call vote:

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

9. CONSIDER A REPORT ON APRIL AND MAY SAFETY/RISK COMPLIANCE ACTIVITIES

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

10. CONSIDER INFORMATIONAL REPORT ON THE DRAFT WORKPLACE VIOLENCE PREVENTION PLAN

Co-Chair Schuette reviewed the background information and procedures utilized to develop OMWD's Workplace Violence Prevention Plan (WVPP). Director Meyers suggested looking into the addition of a section pertaining to public officials and public meetings. Chair Thorner will write a section regarding public official and public meetings to be included in the WVPP. The updated language will be presented as an informational report at the next Safety Committee meeting.

11. CONSIDER SAFETY ACTION ITEMS ASSIGNED / COMPLETED

Co-Chair Schuette reviewed the Safety action items as provided in the packet.

12. CONSIDER FUTURE AGENDA ITEMS

None at this time.

13. ADJOURNED

Chair Thorner adjourned the meeting at 3:04 p.m. The next Safety Committee meeting is scheduled for Wednesday, July 24, 2024 at 2:30 p.m.

Neal Meyers
Board Director
Olivenhain Municipal Water District

ATTEST:

Matthew Hahn
Board Director
Olivenhain Municipal Water District