



**MINUTES OF A REGULAR
SAFETY COMMITTEE MEETING**

June 25, 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:

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

Jennifer Joslin, Acting 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

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 8:05 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-35-20, 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 Director Topolovac and approved by the following roll call vote:

AYES: Thorner, Kephart, Topolovac, 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 APRIL 30, 2020 REGULAR SAFETY COMMITTEE MEETING

Director Topolovac moved to approve the April 30, 2020 Regular Safety Committee Meeting minutes, seconded by Director Kephart and approved by the following roll call vote:

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

6. CONSENT CALENDAR:

C-a. CONSIDER APPROVAL OF THE July/August 2020 TRAINING CALENDAR

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

AYES: Thorner, Kephart, Topolovac, 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 informed the committee that there was no new information to add to the SHNQT program.

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

Co-Chair Schuette informed the committee that there were no injuries or accidents to report.

9. CONSIDER INFORMATIONAL REPORT ON AN EMERGENCY EVACUATION DRILL AT THE FACILITY

Co-Chair Schuette provided an informational report on implementing an emergency evacuation drill for the new facility. The details of the evacuation drill will be explained during the August employee forum that will also include the Board of Directors.

10. CONSIDER A REPORT ON MAY AND JUNE 2020 SAFETY/RISK COMPLIANCE ACTIVITIES

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

11. CONSIDER SAFETY ACTION ITEMS ASSIGNED / COMPLETED

Jesica Cleaver and Lance Castro were recognized for the Safety Standout Award for their focus and dedication on safety practices.

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 8:24 A.M. The next Safety Committee meeting is scheduled for Thursday, August 27, 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