



SAFETY COMMITTEE MEETING
JUNE 27, 2019



**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

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: JUNE 27, 2019

TIME: 8:00 A.M.

PLACE: District Office

*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 April 25, 2019 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 July/August 2019 Training Calendar

7. Consider an Informational Report on the “Safety Has No Quitting Time” (SHNQT) Program
8. Consider a Report by the Safety and Risk Compliance Administrator (SRCA) on the Safety Recommendations the District Received from the Special District Risk Management Authority (SDRMA) Inspection
9. Consider Review of Employee Injuries, Vehicle Accidents and Safety Reports (If Necessary)
10. Consider a Report on May and June Safety/Risk Compliance Activities
11. Consider the Safety Action-Items Assigned/Completed
12. Consider Future Agenda Items
13. Closed Session (If Necessary)
14. Adjournment



Memo

To: Olivenhain Municipal Water District Safety Committee
From: Leslie Naritelli, Recorder
Subject: **CONSIDER APPROVAL OF THE MINUTES OF THE APRIL 25, 2019 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: June 27, 2019
To: Olivenhain Municipal Water District Safety Committee
From: Joseph Mackey, Safety / Risk Compliance Administrator
Subject: **CONSIDER APPROVAL OF THE JULY/AUGUST 2019 TRAINING CALENDAR**

Attached is the July/August training calendar.

Attachment: Schedule for Safety Training

**Olivenhain MWD
Training Calendar
July/August 2019**

July:

Tailgate Topics; Defensive Driving, Heat Illness Prevention

First Aid/CPR/AED

August:

Tailgate Topics; Ergonomics – Stretch Before Work

TBD



Memo

Date: June 27, 2019
To: Olivenhain Municipal Water District Safety Committee
From: Joseph Mackey, Safety / Risk Compliance Administrator
Subject: **CONSIDER AN INFORMATIONAL REPORT ON THE "SAFETY HAS NO QUITTING TIME" (SHNQTT) PROGRAM**

Attached is the current report for the number of injuries; consecutive number of days since the last preventable injury; and the vehicle/property damage amounts for years 2015 - 2018, and 2019.

Staff will be available to answer any questions.

Attachment(s): SHNQTT Report; 2015-2019 Vehicle/Property Damage



The Injury Incident Rate (IIR) for OMWD in **2018 was 2.4 recordable injuries** based on the 200,000 hours worked formula for 100 employees.

OMWD Preventable Injury Rates (Based on this 3-year avg of 85 employees)

2015 - 2.4 injuries, 2016 - 1.2 injuries, 2017 - injuries 2.4: **3-year avg = 2.00 injuries**

NAICS OSHA Recordable Injury Rates (Based on Code 22131)

2015 - 4.4 injuries, 2016 - 4.2 injuries, 2017 - 3.2 injuries: **3-year avg = 3.93 injuries**

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 BLS 2018 rate will be available in late 2019]

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

May 8, 2006

INJURY AND LOST TIME COUNT AS OF

June 27, 2019

OSHA 300 COUNT RECORDS

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

4798 CONSECUTIVE NUMBER OF DAYS

OMWD SAFETY RECOGNITION PROGRAM 2019

NUMBER OF PREVENTABLE INJURIES IN 2019 = 1

(Recordable OSHA Injuries "OSHA 300 Log" in 2019 = 3)

NUMBER OF LOST DAYS IN 2019 = 0

Year-to-Date 2019 Totals:

Preventable Vehicle Incident and/or Vehicle Related Property Damage in CY 2019 = \$0.00

- The amount of any preventable vehicle incident damage (District or public property) must be less than \$10,000.00 inclusive of materials, labor and parts costs when calculated. Staff time is not included.
- 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

| 2015 | | |
|-----------------------------------|-----------------------------------|----------------------------------|
| OMWD VEHICLE DAMAGED | OMWD VEHICLE DAMAGE \$ AMT | OTHER PROPERTY DMG \$ AMT |
| MAR - #51 DUMP TRUCK DMG | \$68.95 | NONE |
| APR - #40 REPLACE DMGD TAIL LIGHT | \$110.18 | |
| MAY - #64 TRUCK SIDE DOOR | \$320.04 | |
| JUNE - #52 TRUCK | \$49.77 | |
| JUNE - #51 DUMP TRUCK DMG | \$1,942.52 | |
| | | |
| TOTAL | \$2,491.46 | |

| 2016 | | |
|-----------------------------|-----------------------------------|----------------------------------|
| OMWD VEHICLE DAMAGED | OMWD VEHICLE DAMAGE \$ AMT | OTHER PROPERTY DMG \$ AMT |
| FEB - #12 DUMP TRK FEND | \$1,743.47 | NONE |
| MAR - #66 TRUCK BMPR | \$1,961.28 | |
| SEPT - #84 DUTY TRUCK | \$2,668.86 | |
| | | |
| TOTAL | \$6,373.61 | |

| 2017 | | |
|--|-----------------------------------|----------------------------------|
| OMWD VEHICLE DAMAGED | OMWD VEHICLE DAMAGE \$ AMT | OTHER PROPERTY DMG \$ AMT |
| JUNE - #40 REPLACED WINDSHIELD | \$288.16 | |
| JUNE - #63 REPLACED/PAINTED FRONT BUMPER | \$1,029.17 | \$1,753.96 |
| JULY - #93 REPLACED PASSENGER MIRROR | \$183.42 | |
| SEPT - #47 REPAIR TOOL CABINET FRAME | \$3,743.56 | |
| | | |
| TOTAL | \$5,244.31 | \$1,753.96 |

TOTAL PREVENTABLE VEHICLE INCIDENT AND/OR VEHICLE RELATED PROPERTY DAMAGE IN 2017

\$6,998.27

| 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 |
| NONE AS OF 6/27/2019 | | |

Memo

Date: June 27, 2019
To: Olivenhain Municipal Water District Safety Committee
From: Joseph Mackey, Safety / Risk Compliance Administrator
Subject: **CONSIDER A REPORT BY THE SAFETY AND RISK COMPLIANCE ADMINISTRATOR (SRCA) ON THE SAFETY RECOMMENDATIONS THE DISTRICT RECEIVED FROM THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) INSPECTION**

Attached is a memo from the SRCA regarding the SDRMA inspection of District facilities on July 17, 2018.

An Inspection was completed at both the District's David C. McCollom Water Treatment Plant and the 4S Waste Water Collection & Reclamation/Treatment Facility. Please note that ALL recommendations that were generated from the SDRMA inspection have been completed.

Also, during the SDRMA inspection, modifications to the shelving racks in Building J were recommended. These shelving alterations are in progress.

Attachment: SDRMA Inspection Memo From SRCA

Memo

Date: June 3, 2019
To: Tom Wood, Human Resources Manager
From: Joe Mackey, Safety/Risk Compliance Administrator
Subject: Safety Inspection Corrections
cc: Kim Thorner, General Manager; Annual Objectives File

On July 17, 2018, OMWD received a visit from the safety consultant that represents SDRMA. This inspection lasted for several hours and covered all three yards (please see attached copy of the Inspection Report).

There were two items that came out of the inspection that required action.

1. Water safety training for the Plant employees.

"If employees have to work in or around bodies of water, are they provided with initial and annual refresher instruction on the subject of water safety?"

SRCA Actions: All WTP (6) and WWRF (8) operators were assigned and completed the OSHA Drowning and Water Hazards training course (See attached certificates).

2. Guard upper shelving levels in Building J to prevent large/heavy items from falling.

*"Warehouse building J. Unsecured High & Heavy Storage –
A Hazard during an Earthquake."*

SRCA Actions: After a walk-through with Dave Smith, Don Hussey and Mark Wilson, specific racks were chosen to install guards and commitments were made by each supervisor to dedicate personnel to install guards on the remaining racks that will have material stored on the shelved above the 60" height.

Several of the guard rails have been installed and more will be fabricated as needed. The new Warehouse Clerk will be advised to not store items on the top shelf unless there is a guardrail to prevent items from falling in case of an earthquake.

There are ready-made guard options that are also currently being evaluated.

The attached photos illustrate the installed guard rails. If additional guardrails are necessary, OMWD forces are qualified to fabricate and install additional rails.

If guardrails cannot be installed, items will not be allowed to be placed on the top shelf. This issue is being addressed at the 4S WWRF as well after a recent inspection.

Labels will be placed on shelf and rack units that will have no items stored on the top (see attached photos).

The Main Yard portion of this project will be completed by June 28.

Please Note: In the attached report, the first question, labeled as #99, it states "Corrections of Cal-OSHA Citations." The answer listed was "Yes" with no comments or suggestions. This survey topic refers to the safety consultant's question to me asking if we had any current OSHA Citations and if we had a policy for responding to citations.

The answer was that we do not have any OSHA citations and I explained the OMWD process for handling claims. His comment of "Yes" is confusing, but means he accepts our citation process.

A handwritten signature in blue ink, appearing to read "Joe Mackey".

Joe Mackey
SRCA

Certificate of Completion

Tom Arellano

has successfully completed

Drowning and Water Hazards

OSHA Safety and Health Topics Training

Tested On: May 9, 2019

Valid Thru: May 9, 2022

HRS/CEU/CME: 1.0/0.1/1.0

certificate number

FOA97BB6-7297-11E9-95C6-0050568D5CA3

Trained & Tested at:

www.ComplianceTrainingOnline.com



a division of **KRIST** INCORPORATED

ETO

Certificate of Completion

Jymy Briseno

has successfully completed

Drowning and Water Hazards

OSHA Safety and Health Topics Training

Tested On: May 7, 2019

Valid Thru: May 7, 2022

HRS/CEU/CME: 1.0/0.1/1.0

certificate number

AC595729-70D1-11E9-95C6-0050568D5CA3

Trained & Tested at:

www.ComplianceTrainingOnline.com



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ETO

Certificate of Completion

William Broadhead

has successfully completed

Drowning and Water Hazards
OSHA Safety and Health Topics Training

Tested On: Apr 23, 2019

Valid Thru: Apr 23, 2022

HRS/CEU/CME: 1.0/0.1/1.0

certificate number

EB2DAAB7-65E6-11E9-95C6-0050568D5CA3

Trained & Tested at:

www.ComplianceTrainingOnline.com



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CTO

Certificate of Completion

Evan DeWindt

has successfully completed

Drowning and Water Hazards
OSHA Safety and Health Topics Training

Tested On: May 1, 2019

Valid Thru: May 1, 2022

HRS/CEU/CME: 1.0/0.1/1.0

certificate number

D6B61399-6C74-11E9-95C6-0050568D5CA3

Trained & Tested at:

www.ComplianceTrainingOnline.com



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Certificate of Completion

Jason Emerick

has successfully completed

Drowning and Water Hazards
OSHA Safety and Health Topics Training

Tested On: May 9, 2019

Valid Thru: May 9, 2022

HRS/CEU/CME: 1.0/0.1/1.0

certificate number

69DD58A3-7296-11E9-95C6-0050568D5CA3

Trained & Tested at:

www.ComplianceTrainingOnline.com



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Certificate of Completion

Gabriel Hernandez

has successfully completed

Drowning and Water Hazards
OSHA Safety and Health Topics Training

Tested On: May 9, 2019

Valid Thru: May 9, 2022

HRS/CEU/CME: 1.0/0.1/1.0

certificate number

39BABACD-726F-11E9-95C6-0050568D5CA3

Trained & Tested at:

www.ComplianceTrainingOnline.com



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Certificate of Completion

Matthew Macias

has successfully completed

Drowning and Water Hazards
OSHA Safety and Health Topics Training

Tested On: May 14, 2019

Valid Thru: May 14, 2022

HRS/CEU/CME: 1.0/0.1/1.0

certificate number

FAD18846-7696-11E9-95C6-0050568D5CA3

Trained & Tested at:

www.ComplianceTrainingOnline.com



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CTO

Certificate of Completion

Joel Holt

has successfully completed

Drowning and Water Hazards
OSHA Safety and Health Topics Training

Tested On: May 10, 2019

Valid Thru: May 10, 2022

HRS/CEU/CME: 1.0/0.1/1.0

certificate number

EE07CD5A-733E-11E9-95C6-0050568D5CA3

Trained & Tested at:

www.ComplianceTrainingOnline.com



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CTO

Certificate of Completion

Raymond Motas

has successfully completed

Drowning and Water Hazards
OSHA Safety and Health Topics Training

Tested On: May 8, 2019

Valid Thru: May 8, 2022

HRS/CEU/CME: 1.0/0.1/1.0

certificate number

68B6EAF9-71DD-11E9-95C6-0050568D5CA3

Trained & Tested at:

www.ComplianceTrainingOnline.com



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CTO

Certificate of Completion

John Onkka

has successfully completed

Drowning and Water Hazards
OSHA Safety and Health Topics Training

Tested On: May 16, 2019

Valid Thru: May 16, 2022

HRS/CEU/CME: 1.0/0.1/1.0

certificate number

B43E56EA-77F6-11E9-95C6-0050568D5CA3

Trained & Tested at:

www.ComplianceTrainingOnline.com



a division of **KRIST** INCORPORATED

CTO

Certificate of Completion

Sean Peterson

has successfully completed

Drowning and Water Hazards
OSHA Safety and Health Topics Training

Tested On: Apr 29, 2019

Valid Thru: Apr 29, 2022

HRS/CEU/CME: 1.0/0.1/1.0

certificate number

9D781D4B-6A9D-11E9-95C6-0050568D5CA3

Trained & Tested at:

www.ComplianceTrainingOnline.com



a division of **KRIST** INCORPORATED

CTO

Certificate of Completion

Sean Stevenson

has successfully completed

Drowning and Water Hazards
OSHA Safety and Health Topics Training

Tested On: May 12, 2019

Valid Thru: May 12, 2022

HRS/CEU/CME: 1.0/0.1/1.0

certificate number

0BDA516F-74E8-11E9-95C6-0050568D5CA3

Trained & Tested at:

www.ComplianceTrainingOnline.com



a division of **KRIST** INCORPORATED

CTO

Certificate of Completion

Shane Sullivan

has successfully completed

Drowning and Water Hazards

OSHA Safety and Health Topics Training

Tested On: May 15, 2019

Valid Thru: May 15, 2022

HRS/CEU/CME: 1.0/0.1/1.0

certificate number

684934BA-7753-11E9-95C6-0050568D5CA3

Trained & Tested at:

www.ComplianceTrainingOnline.com



a division of **KRIST** INCORPORATED

CTO

SDRMA Workers' Compensation Program
Occupational Safety & Health Program Review and Hazard Identification Survey Report – 07/17/18
OLIVENHAIN MUNICIPAL WATER DISTRICT

| KEY: PR = Priority (LT = Life Threatening, I = Urgent, II = Necessary/Compliance, III = Desirable) | | | | | | | |
|---|---|----|--------|---------------------|---|--------------------|---------|
| For Identified Hazards: \$ = Estimated Amount to Correct (L = \$0 to \$500, M = \$501 to \$1000, H = \$1001 +, T = Time Only) | | | | | | | |
| * = To be Completed by the SDRMA Member | | | | | XC = Check (X) This Column When The Action Is Completed | | |
| | | | | | Consider the Following Suggested Actions for Enhancing the Organization's Occupational Safety & Health Program | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| | QUESTIONS | PR | ANSWER | COMMENT (1.2.3.) | SUGGESTIONS (a.b.c.) | CURRENT STATUS* | XC * |
| 99 | <u>Correction of Cal-OSHA Citations</u> | I | Yes | | None | | |
| 100 | <u>Security-1-Program</u> | I | Yes | | None | | |
| 101 | <u>Security-2-Instruction</u> | I | Yes | | None | | |
| 102 | <u>Heat Illness Prevention-1-Program</u> | LT | Yes | | None | | |
| 103 | <u>Heat Illness Prevention-2-Instruction</u> | LT | Yes | | None | | |
| 104 | <u>Water Safety-1-Program/Standard Operating Procedure</u> If employees have to work in or around bodies of water such as ponds, lakes, creeks, rivers, or even water treatment facilities, does the Organization have a <u>written</u> water safety program or standard operating procedure? Such a program would include the establishment of what equipment must be used to <u>prevent</u> personnel from falling into such bodies of water, what equipment must be used to <u>retrieve</u> personnel who fall into such bodies of water, and <u>procedures</u> personnel are to follow to prevent falling into the water and what to do in an emergency. | LT | No | | Required by Cal-OSHA's IIPP: Create a written water safety program or standard operating procedure that includes the establishment of what equipment and procedures must be used to <u>prevent</u> personnel from falling into bodies of water, the <u>wearing</u> of personal flotation devices when working near or on the water to <u>prevent</u> personnel from drowning, equipment to <u>retrieve</u> personnel who fall into such bodies of water, and other actions to take in a water-related emergency. See Title 8, Section 1602: Work Over or Near Water and Section 3389: Life Rings and Personal Flotation Devices. Consider also referencing Coast Guard water safety procedures as a foundation to create this program. | | |

SDRMA Workers' Compensation Program
Occupational Safety & Health Program Review and Hazard Identification Survey Report – 07/17/18
OLIVENHAIN MUNICIPAL WATER DISTRICT

| | | | | | | | |
|---|---|-----------|---------------|---|--|----------------------------|-----------------|
| KEY: PR = Priority (LT = Life Threatening, I = Urgent, II = Necessary/Compliance, III = Desirable) | | | | | | | |
| For Identified Hazards: \$ = Estimated Amount to Correct (L = \$0 to \$500, M = \$501 to \$1000, H = \$1001 +, T = Time Only) | | | | | | | |
| * = To be Completed by the SDRMA Member | | | | XC = Check (X) This Column When The Action Is Completed | | | |
| | | | | | Consider the Following Suggested Actions for Enhancing the Organization's Occupational Safety & Health Program | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| | QUESTIONS | PR | ANSWER | COMMENT (1.2.3.) | SUGGESTIONS (a.b.c.) | CURRENT STATUS* | XC * |
| 105 | <u>Water Safety-2-Instruction</u> If employees have to work in or around bodies of water, are they provided with initial and annual refresher instruction on the subject of water safety? | LT | No | | Required by Cal-OSHA's IIPP: Provide documented initial and annual refresher instruction on the subject of water safety. | | |

End of Occupational Safety and Health Program Review Report

SDRMA Workers' Compensation Program
Occupational Safety & Health Program Review and Hazard Identification Survey Report – 07/17/18
OLIVENHAIN MUNICIPAL WATER DISTRICT

HAZARD IDENTIFICATION SURVEY

| KEY: PR = Priority (LT = Life Threatening, I = Urgent, II = Necessary/Compliance, III = Desirable) | | | | | | |
|---|---|--|----|---|---------------------|------|
| For Identified Hazards: \$ = Estimated Amount to Correct (L = \$0 to \$500, M = \$501 to \$1000, H = \$1001 +, T = Time Only) | | | | | | |
| * = To be Completed by the SDRMA Member | | | | XC = Check (X) This Column When The Action Is Completed | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| Action # Yr-# | Observations (a.b.c.) | Consider the Following Suggested Actions for Mitigating Current Potential Hazards (1.2.3.) | PR | \$ | Current Status * | XC * |
| 18-01 | Administration building. Unsecured Bookcases, Racks, Shelves, & Lockers: These units were unsecured and could topple over in an earthquake or if overloaded, potentially blocking exit access and/or injuring someone. Advised to correct. Olivenhain Municipal Water District. Photos 0270 & 0567 | Secure these units to <u>other already-secure units</u> or secure them <u>to the wall</u> . | I | L | | |
| 18-02 | Warehouse building J. Unsecured High & Heavy Storage – A Hazard During an Earthquake: Advised to correct. Olivenhain Municipal Water District. Photos 1670, 1958, 5194 & 7573 | Either secure these articles on the shelf or move these objects to storage locations that are less than 60 inches off the floor and generally away from exits and employee work areas. | I | L | | |

OBSERVATION

Member: Olivenhain Municipal Water District

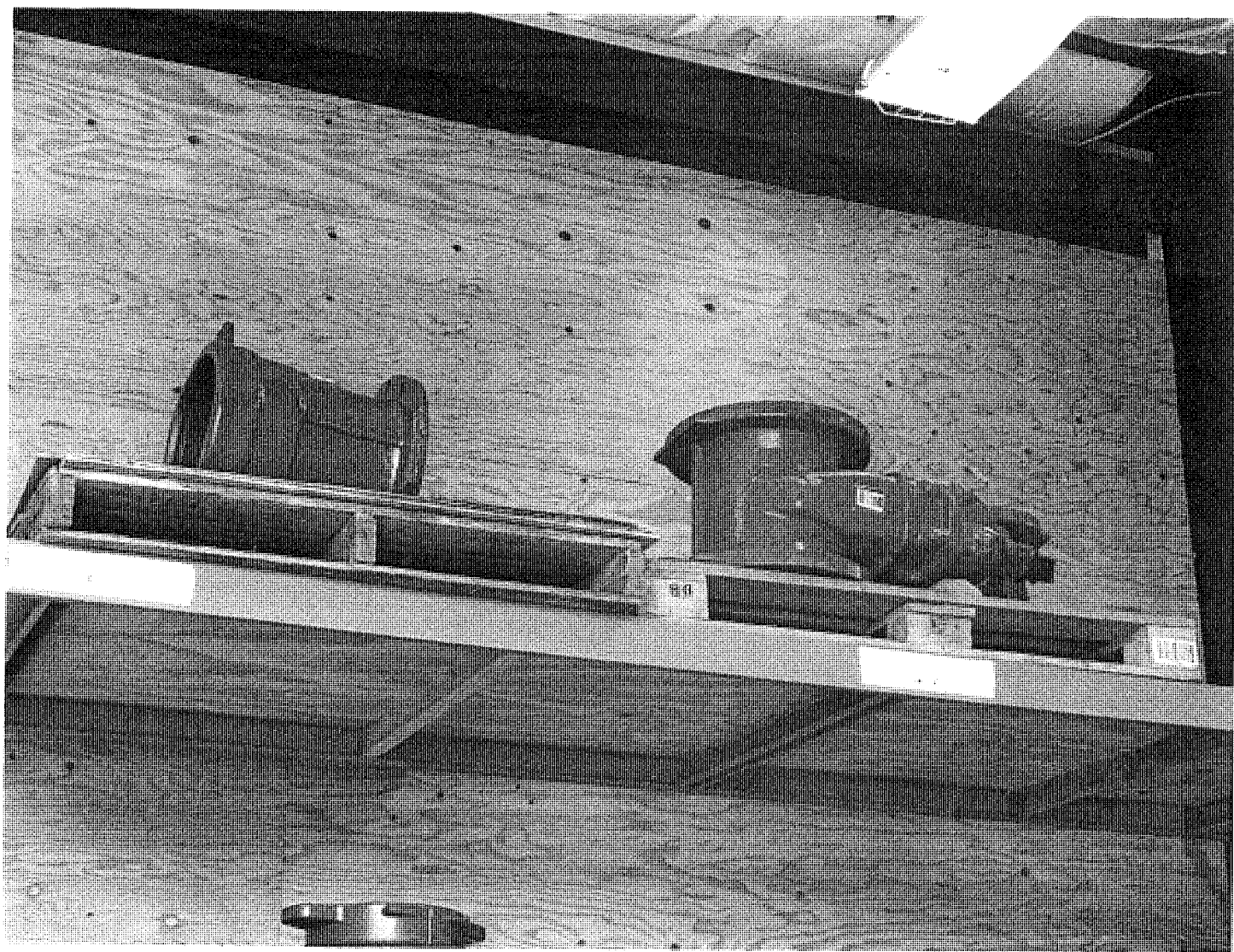
Date: 07/17/18

Location: Warehouse building J.

Observation: Unsecured overhead heavy items

Responsible Party/Parties: Olivenhain Municipal Water District

Photo/s # 5194



OBSERVATION

Member: Olivenhain Municipal Water District

Date: 07/17/18

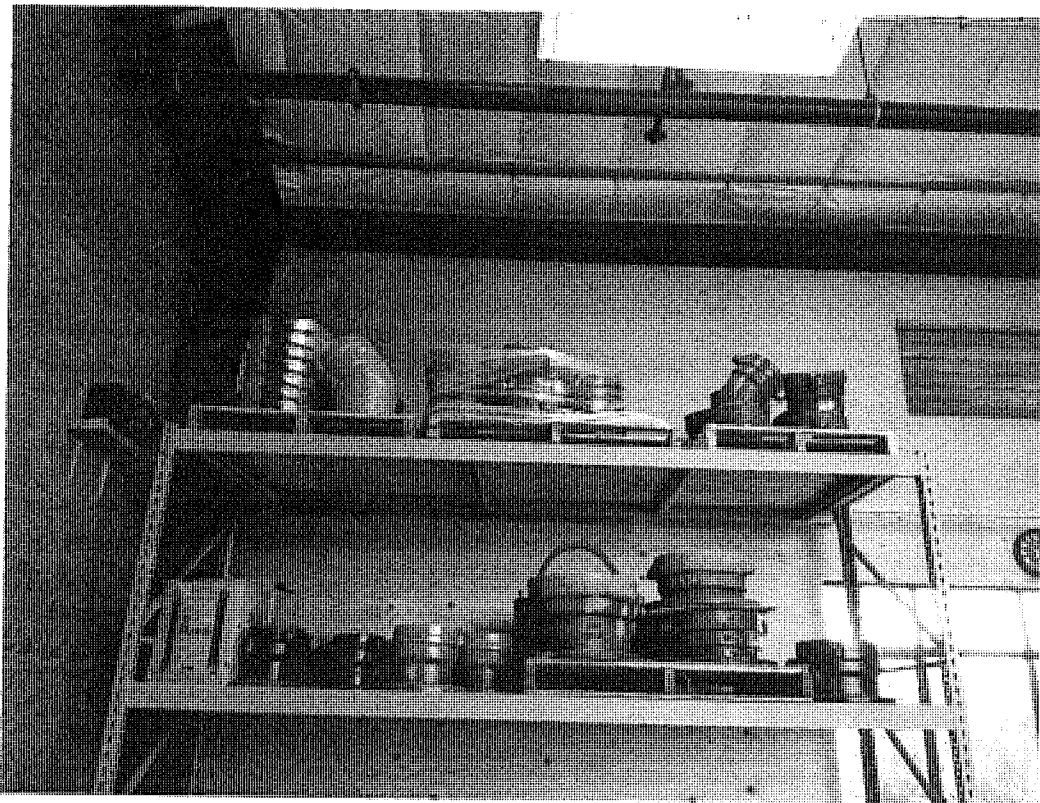
Location: Warehouse building J.

Observation: Unsecured overhead heavy items

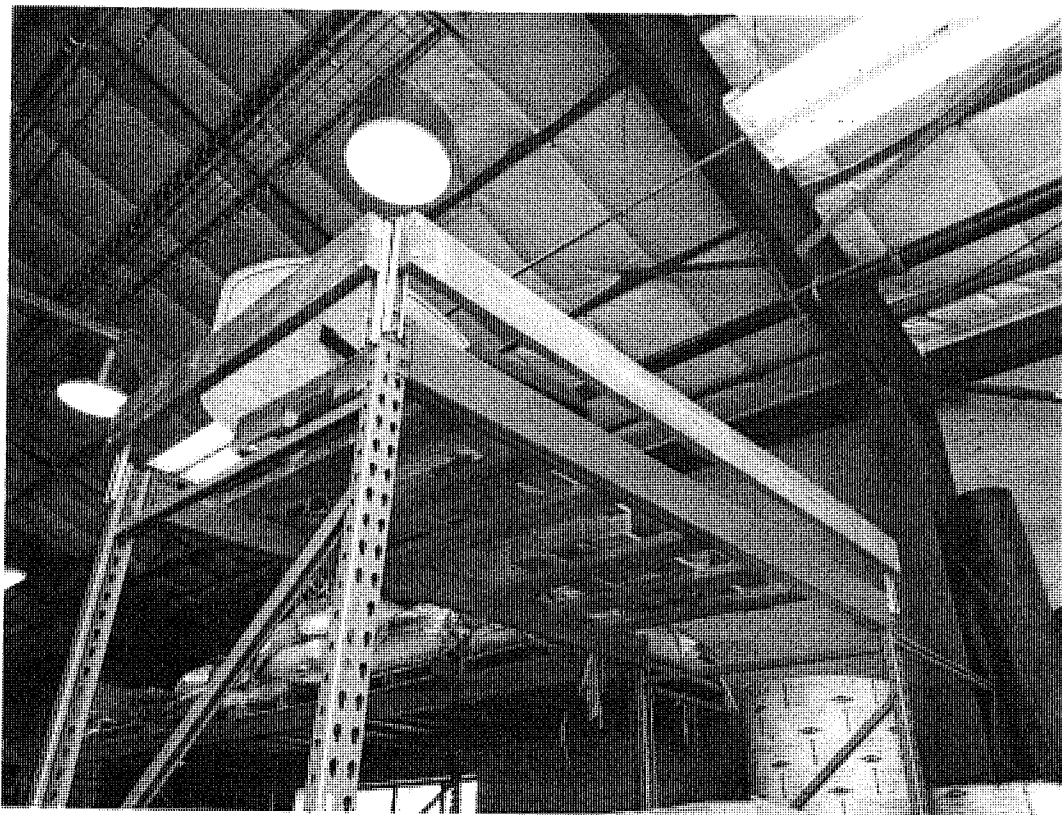
Responsible Party/Parties: Olivenhain Municipal Water District

Photo/s # 1958

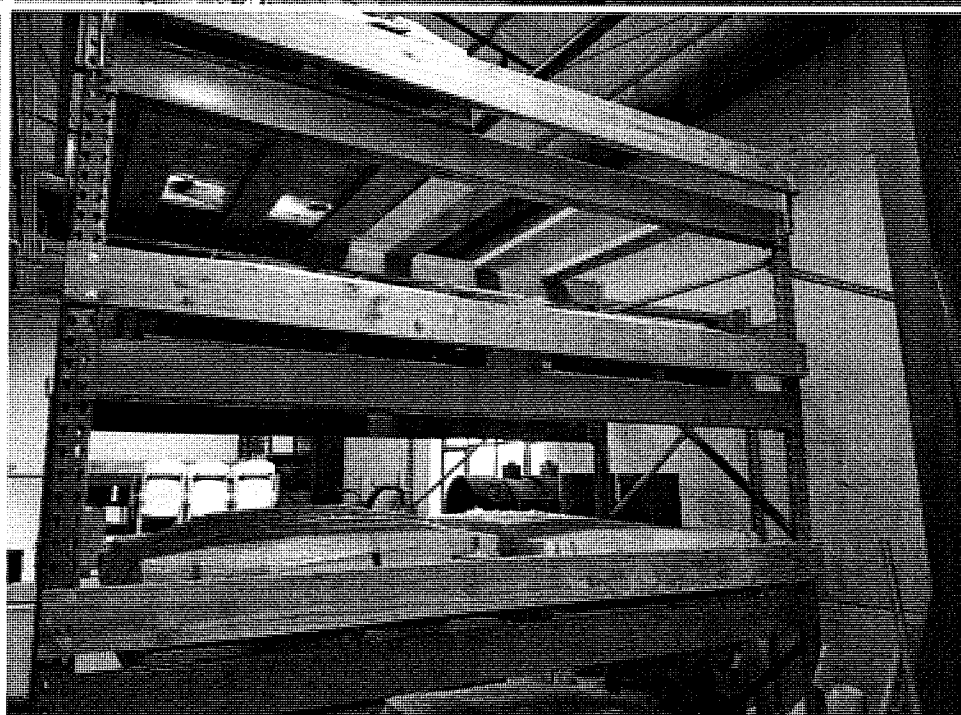
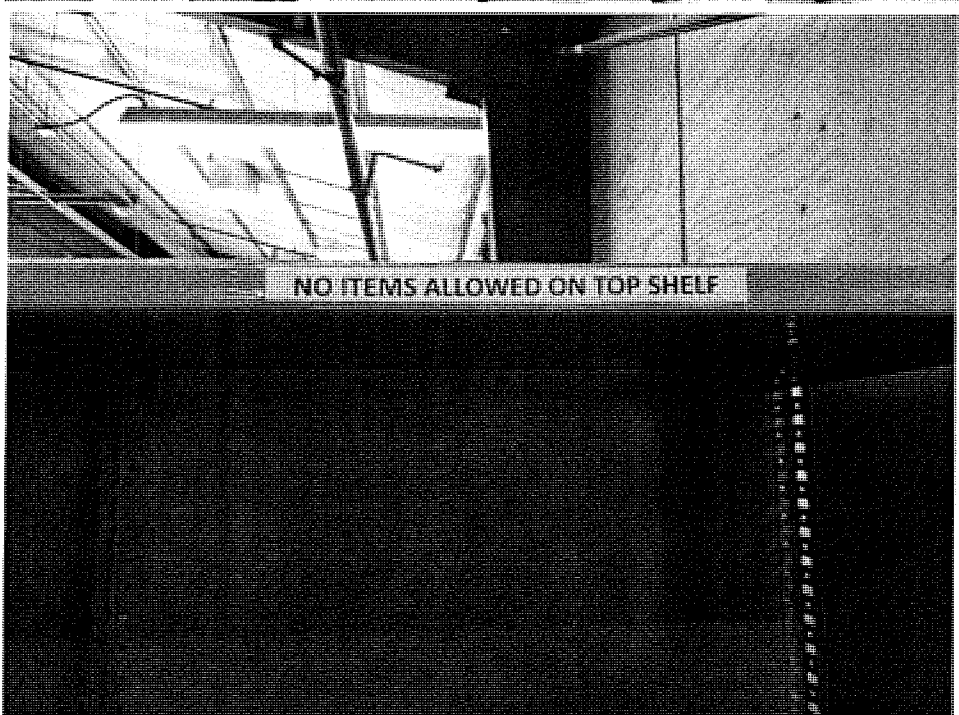
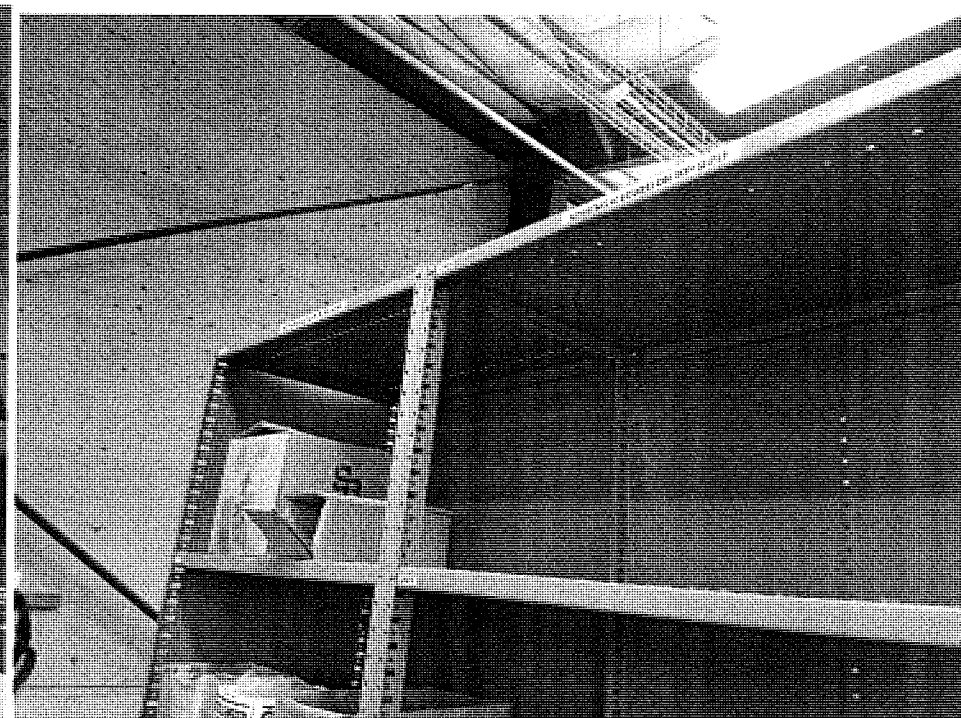




Rack in need of guardrails



Guardrails Installed



Memo

Date: June 27, 2019
To: Olivenhain Municipal Water District Safety Committee
From: Joseph Mackey, 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.

Staff will be available to answer any questions.

Memo

Date: June 27, 2019
To: Olivenhain Municipal Water District Safety Committee
From: Joseph Mackey, Safety / Risk Compliance Administrator
Subject: **CONSIDER A REPORT ON MAY AND JUNE SAFETY/RISK COMPLIANCE ACTIVITIES**

Attached is a list of safety/risk compliance activities for the months of May and June 2019. Staff will be on hand to answer questions.

Attachments: List of Safety / Risk Compliance Activities

Safety/Risk Compliance Activities May/June 2019

May:

Member Area Communication System (MACS) Radio Test

Safety Inspections (All Facilities)

Zenith Insurance meeting with consultant

800 MHz Radio Test with the Elfin Forest Recreational Park, 4S Ranch Water Reclamation Facility, and the Safety Office

SDG&E Business Services/Water Agency PSPS Workshop

General Duties

- Employee Forum Presentation
- Project Heartbeat - Automatic Emergency Defibrillator (AED) Monthly Check List

June:

Member Area Communication System (MACS) Radio Test

800 MHz Radio Test with the Elfin Forest Recreational Park, 4S Ranch Water Reclamation Facility, and the Safety Office

SRCA's Final Water Utility Safety Managers Association (WUSMA) meeting at Vallecitos WD

General Duties

- Staff Leadership Meeting (SLM) Claims Presentation
- Employee Forum Safety Presentation
- Project Heartbeat - Automatic Emergency Defibrillator (AED) Monthly Check List



Memo

Date: June 27, 2019
To: Olivenhain Municipal Water District Safety Committee
From: Joseph Mackey, Safety / Risk Compliance Administrator
Subject: **CONSIDER THE SAFETY ACTION-ITEMS ASSIGNED / COMPLETED**

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

Attachment: Safety Meeting Action Items

SAFETY MEETING ACTION ITEMS

| Safety Meeting Date | Discussion/Agenda Item | Note Location in Minutes | Assigned To | Deadline/Timeline | Completed | Additional Comments |
|----------------------|---|--------------------------|----------------|--------------------------|-----------------|--|
| 10/31/2019 | (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. | | Joe Mackey | 10/31/2019 | ANNUALLY | Oct 25, 2018, the committee voted to keep the \$10,000 cap. |
| | | | | | | |
| | | | | | | |
| Standing Item | The ACWA/JPIA LaBounty Award (now called the Safety Award) for invented or fabricated methods or tools that are better and safer to complete a task is presented at ACWA Spring or Fall Conference. | | Dept. Managers | 12/20/18 | | The District will continue to submit innovative methods or tools to ACWA/JPIA when applicable. |
| | | | | | | |
| Standing Item | Caught Being Safe (CBS) Certificate. | | Joe Mackey | Report at Meeting | | Two (2) CBS Recognitions being processed; will provide next meeting. |



Memo

Date: June 27, 2019
To: Olivenhain Municipal Water District Safety Committee
From: Joseph Mackey, 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: June 27, 2019
To: Olivenhain Municipal Water District Safety Committee
From: Joseph Mackey, 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 AUGUST 29, 2019

