



Municipal Water District

**MINUTES OF A REGULAR
SAFETY COMMITTEE MEETING**

July 26, 2023

MEMBER REPRESENTATIVES

Chair:
Co-Chair(s):
Board Directors:

ATTENDEES

Jennifer Joslin, Human Resources Manager
Tim Schuette, Safety/Risk Compliance Administrator
Matthew Hahn
Neal Meyers

Bargaining Unit Members Association (BUMA): Jason Emerick, Water Reclamation Operator Level III
Customer Services Department: Brandon Barnick, Field Services Supervisor
District Employees Association (DEA): Teresa Chase, Administrative Analyst
DCM Water Treatment Plant: Tom Arellano, Water Treatment Facilities Supervisor
Engineering Department: Steve Weddle, Engineering Services Supervisor
Finance Department: Rainy Selamat, Finance Manager
Operations Department: Geoff Fulks, Operations Manager
Park Operations: Jeff Anderson, Parks Supervisor
Water Reclamation Facility: 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
Evan DeWindt, Water Treatment Plant Operator Level IV
Mark Wilson, Operations Supervisor – Construction

Recorder: Shawn Patterson, Records & Contracts Coordinator

Chair Joslin called the meeting to order at 2:30 p.m. Directors present were Hahn and Meyers. It was noted that Chair Thorner was absent.

3. ADOPTION OF AGENDA

Director Meyers moved to adopt the agenda, seconded by Director Hahn and approved by the following roll call vote:

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

4. PUBLIC COMMENTS

There was no one present for public comment.

5. CONSIDER APPROVAL OF THE MINUTES OF THE MAY 24, 2023 REGULAR SAFETY COMMITTEE MEETING

Engineering Services Supervisor Weddle moved to approve the minutes of the May 24, 2023 Regular Safety Committee meeting, seconded by Director Meyers and approved by the following roll call vote:

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

6. CONSENT CALENDAR:

C-a. CONSIDER APPROVAL OF THE JUNE/JULY 2023 TRAINING CALENDAR

Co-chair Schuette moved to approve the Consent Calendar, seconded by Engineering Services Supervisor Weddle and approved by the following roll call vote:

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

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 2023, as well as the latest vehicle damage report.

8. CONSIDER EMPLOYEE RECOGNITION FOR ACHIEVING 365 DAYS WITHOUT A PREVENTABLE LOST TIME INJURY

Co-Chair Schuette stated that the Safety Sub-committee met to discuss the potential employee recognition for achieving 365 days without a preventable lost time injury. The sub-committee recommended that employees receive both a safety flashlight and a first aid kit, valued at \$50 maximum for both, as recognition for achieving the goal.

Co-chair Schuette moved to approve providing a safety flashlight and first aid kit to all employees as recognition for achieving 365 days without a preventable lost time injury if the goal is achieved, seconded by Park Supervisor Anderson and approved by the following roll call vote:

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

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

Co-chair Schuette informed the Committee that there were two vehicle related property damage incidents to report. The first incident occurred when an employee was backing their District vehicle out of their garage and scraped the passenger side fender along the garage frame.

Director Meyers moved that the incident was preventable, seconded by Co-chair Schuette and approved by the following roll call vote:

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

The second incident happened when an employee was entering Crosby through the Del Dios gate and the entry lift gate unexpectedly dropped on the vehicle after the vehicle had allegedly been waived through by the Crosby gate guard. The District vehicle suffered damage to the windshield and radio antenna.

The committee decided to wait until the next Safety Committee meeting to make a final determination as preventable/non-preventable once the incident report from Crosby has been received and reviewed.

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

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

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. CLOSED SESSION DISCUSSION (If Necessary)

There was no closed session.

14. ADJOURNED

Chair Joslin adjourned the meeting at 2:49 p.m. The next Safety Committee meeting is scheduled for Wednesday, September 27, 2023 at 2:30 p.m.

Neal Meyers
Board Director
Olivenhain Municipal Water District

ATTEST:

Matthew Hahn
Board Director
Olivenhain Municipal Water District