



**MINUTES OF A REGULAR
SAFETY COMMITTEE MEETING**

March 27, 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:

Water Reclamation Facility:

Safety SUB-Committee:

Additional Employee Attendees:

Recorder:

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

John Onkka, Water Reclamation Facilities Supervisor

Joe Jansen, Administrative Analyst

Marcela Novy, Accountant I

Phillip Reed, WTP Operator Level II

Joey Randall, Assistant General Manager

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 Schuette moved to adopt the agenda, 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

4. PUBLIC COMMENTS

There was no one present for public comment.

5. CONSIDER APPROVAL OF THE MINUTES OF THE JANUARY 24, 2024 REGULAR SAFETY COMMITTEE MEETING

Director Meyers moved to approve the minutes of the January 24, 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 APRIL/MAY 2024 TRAINING CALENDAR

Co-chair Joslin moved to approve the Consent Calendar, 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

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 February 15, 2024 when a concerned citizen called to report a District vehicle driving in an unsafe manner.

Director Meyers moved to issue a 1st warning, 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

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

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

10. CONSIDER SAFETY ACTION ITEMS ASSIGNED / COMPLETED

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

Co-Chair Schuette also mentioned that one employee was recognized according to the Caught Being Safe program for their commitment to safety by providing recommendations to help ergonomically improve another employee's shoveling technique.

11. CONSIDER FUTURE AGENDA ITEMS

Chair Thorner requested the addition of an agenda item for the Workplace Violence Prevention Plan at the next meeting.

12. CLOSED SESSION DISCUSSION (If Necessary)

There was no closed session.

13. ADJOURNED

Chair Thorner adjourned the meeting at 2:53 p.m. The next Safety Committee meeting is scheduled for Wednesday, May 22, 2024 at 2:30 p.m.

Neal Meyers
Board Director
Olivenhain Municipal Water District

ATTEST:

Matthew Hahn
Board Director
Olivenhain Municipal Water District