



**MINUTES OF A REGULAR
SAFETY COMMITTEE MEETING**

July 24, 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:

Joe Jansen, Administrative Analyst

Phillip Reed, WTP Operator Level II

Additional Employee Attendees:

Joey Randall, Assistant General Manager

Marvin Cohen, Facilities Coordinator

Brian Sodeman, Customer Service & Public Affairs
Supervisor

Mark Wilson, Operations Supervisor - Construction

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 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 MAY 22, 2024 REGULAR SAFETY COMMITTEE MEETING

Director Meyers moved to approve the minutes of the May 22, 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 AUGUST/SEPTEMBER 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.

It was noted that staff accomplished the goal of no preventable lost time injuries for the first half of the year and received their recognition award. The District is also getting close to achieving the safety recognition goal of 1,000 days with no preventable lost time injuries.

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 June 21, 2024 when a concerned citizen called to report that a District vehicle drove through a red light.

Director Meyers moved that it was more likely than not that the employee ran the red light, and a 1st warning should be issued, seconded by Finance Manager Selamat 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 JUNE AND JULY SAFETY/RISK COMPLIANCE ACTIVITIES

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

10. CONSIDER INFORMATIONAL REPORT ON THE WORKPLACE VIOLENCE PREVENTION PLAN UPDATES REGARDING PUBLIC MEETINGS

Co-Chair Schuette reviewed the updates to OMWD's Workplace Violence Prevention Plan (WVPP), including specific language pertaining to the definition of a Public Official, threats against Public Officials or public meetings, and how to proceed with the meeting.

11. 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 three employees involved in two separate incidents were recognized according to the Caught Being Safe program for their commitment to safety. The first incident involved an employee noticing the presence of bees in a meter box and taking the appropriate actions to make sure that the bees were safely removed. The second incident occurred when Republic Services was performing their regular trash removal and a hydraulic hose on the truck blew spraying hydraulic fluid onto the District's asphalt parking lot. Two employees quickly jumped into action and contained the spill before any further damage could occur.

12. CONSIDER FUTURE AGENDA ITEMS

Customer Services Manager Carnegie and Customer Service & Public Affairs Supervisor Sodeman will provide an informational report on Fiscal Year 2025 property insurance coverage with ACWA JPIA at the next meeting.

13. ADJOURNED

Chair Thorner adjourned the meeting at 3:11 p.m. The next Safety Committee meeting is scheduled for Wednesday, September 25, 2024 at 2:30 p.m.

Neal Meyers
Board Director
Olivenhain Municipal Water District

ATTEST:

Matthew Hahn
Board Director
Olivenhain Municipal Water District