

SOUTHERN OREGON EDUCATION SERVICE DISTRICT  
Safety Committee Meeting Minutes  
February 10, 2020

**Call to Order** 10:40am

**Present** Daniel Weaver, Jim DeRouen, Margay Garrity, Dawn Stephens, Jenni Wisdom, Susan Sprague, Susan Peck, Ray Robison, & Kathy Gregory

**Minutes** The minutes from the November 14, 2019 meeting were approved

**New Business** November & December 2019, & January 2020 Incident reports were reviewed

Workers Comp graphs thru 2/7/2020 were reviewed

December 2019 safety walk-thru of all ESD buildings were reviewed

Zee Medical Service will be stocking our First Aid kits. We are starting with the Medford bldg 1<sup>st</sup> to see how it goes. If all goes well, we will expand it to our other bldgs. It was agreed upon that the classrooms would still have staff services theirs. They require more product and would like to be in charge of that. I believe they would still order thru Zee Medical for the product. All fleet vehicles will have to have the schedule as to when Zee will be coming in so they may bring those into the building to be stocked. WE will also see if a yearly check is sufficient. If not, we might go to a 6 month check.

Boxes in aisle in basement of the Phoenix office was addressed. Daniel did bring up the storing of our files/boxes thru Access. That is something that is a possibility.

Clutter around maintenance bldg. at the Phoenix office needs to be cleared up. Will follow up with Mark to address.

Will follow up with Mark on the speedbumps to be placed at the Phoenix office.

ROUND TABLE:

Need to certify all fire extinguishers in all vehicles. This will probably happen in July.

Jenni is still working w/ her techs to put a box in the floor of the OVR room to hold all the wires.

Discussed making a marked path for the students to walk when outside. Daniel will follow up with Renfro Stripping regarding the cost.

Discuss with Mark as to putting up signs for parking at the Phoenix office by the OVR room. We have the signs just have to have Mark install them.

**Next Meeting** March 2020 is a safety walk-thru so no meeting will take place. The next safety committee meeting is April 13, 2020 at the Phoenix office in room 23 at 10:30am.

**Adjournment**

Daniel Weaver  
Jim DeRouen  
Margay Garrity  
Dawn Stephens

Business Manager  
Maintenance  
Nurse  
Classified Staff

Jenni Wisdom  
Kathy Gregory  
Susan Sprague  
Susan Peck  
Ray Robison

Technology Services  
Accountant  
Licensed Staff  
Administration  
OSEA Appointed  
Member