

SOUTHERN OREGON EDUCATION SERVICE DISTRICT
Safety Committee Meeting Minutes
November 18th, 2025

Call to Order 10:10 am

Present Crystal Salas, Jeanetta Woodside, Jenni Wisdom, Stephanie Cossey, & Kate Vaden

Minutes The minutes from our October 16th, 2025 meeting was approved.

New Business

- *September 30,2025 to November 17,2025 incident reports were reviewed.
- *Reviewed workers comp graphs from 09/30/2025 to 11/17/2025.

Round Table

We reviewed Erin's safety poster and Jeanetta made a few edits, including updates regarding calling the non-emergency number. However, the poster will need to be reframed so that any steps for addressing unsafe situations are clearly stated, and the contact information should be moved to the top of poster for better visibility.

Stephanie also suggested adding a laminated sign on the back of our gate at Grape St. where it states to please close it at 4:30 pm.

Reviewed incident reports and how we can prevent these injuries/incidents.

Will be moving Safety Committee Meetings to the 1st part of each month

David from Saif will be coming back to do a walk through training with us on what to look for, Crystal will schedule this training for our January Safety Meeting, this is scheduled for January 7th at 1:30pm.

Next Meeting

Our next meeting is December 8th, 2025 Via ZOOM @ 2:30 PM

Adjournment 10:45 am

CFO	Jeanetta Woodside	Technology Services	Jenni Wisdom
Maintenance	Jim DeRouen	HR Manager	Stephanie Cossey
Classified Staff	Kate Vaden	Licensed Staff	Nicole Donnelly
Administration	Vacant	OSEA Appointed Position	Vacant
Nurse	Christina Moore	Administrative Assistant	Crystal Salas