

**Eugene School District, 4J  
Safety Committee Minutes  
Thursday, July 2, 2015**

Safety Committee Members Present:

Eli Plouff, Custodial Staff Assistant  
 Jim Nusser, SAIF/Senior Safety Management Consultant  
 Diana McElhinney, Classified Benefits Coordinator, OSEA Representative  
 Scott Asbury, HR Generalist II, Risk Management

Guest(s) Present:

Steve Cooper, Nutrition Services Manager

Safety Committee Members Absent:

Christopher Hawks, Transportation Training Coordinator  
 Randi Bowers-Payne, Risk Manager  
 Julie Wenzl, Licensed Benefits Coordinator, EEA Representative  
 Matt Cornwell, Facilities Safety Specialist  
 Julie Whittlesey, Nutrition Services Manager  
 Joane Butler, ESS Education Administrator  
 Ron Bell, Warehouse Supervisor  
 Maxine Proskurowski, Program Manager, Health Services

Next meeting: Thursday, August 6, 2015

1. Steve, who is Julie Whittlesey’s back up for when she is not able to attend these meetings, introduced himself to the committee. Note: Julie has replaced Kaylynn Olney, Director of Nutrition Services as the Safety Committee representative from Nutrition Services.
2. Scott reviewed new May and June claims
  - **5 Claims for: month of June 2015**
  - 13 Claims for: month of May 2015 (3 new May claims)
  - 10 Claims for: month of April 2015
  - 15 Claims for: month of March 2015
  - 5 Claims for: month of February 2015
  - 9 Claims for: month of January 2015
  - 1 Claims for: month of December 2014
  - 7 Claims for: month of November 2014
  - 5 Claims for: month of October 2014
  - 6 Claims for: month of September 2014
  - 3 Claim for: month of August 2014
  - 4 Claims for: month of July 2014

Claims Trend by School Year

<b>2014-15 School Year</b>	2013-14 School Year	2012-13 School Year	2011-12 School Year
<b># of claims</b>	# of claims	# of claims	# of claims
<b>95</b>	68	84	87

- Time Loss Days (TL) – Days missed from work due to on the job injury
  - **66 TL: Days up to: month of June 2015**
  - 65 TL: Days up to: month of May 2015
  - 52 TL: Days up to: month of April 2015
  - 39 TL: Days up to: month of March 2015
  - 32 TL: Days up to: month of February 2015
  - 20 TL: Days up to: month of January 2015
  - 15 TL: Days up to: month of December 2014
  - 15 TL: Days up to: month of November 2014
  - 15 TL: Days up to: month of October 2014
  - 5 TL: Days up to: month of September 2014
  - 5 TL: Days up to: month of August 2014
  - 0 TL: Days up to: month of July 2014

Time Loss Trend by School Year

2014-15 School Year	2013-14 School Year	2012-13 School Year	2011-12 School Year
# of Time Loss Days	# of Time Loss Days	# of Time Loss Days	# of Time Loss Days
<b>66</b>	146	389	769

Paid Loss Trend by School Year

2014-15 School Year	2013-14 School Year	2012-13 School Year	2011-12 School Year
Paid Loss	Paid Loss	Paid Loss	Paid Loss
<b>\$99,830</b>	\$168,640	\$256,486	\$436,791

Injury Date	TLdays	Description	Position	Dept/Site	BodyPart
6/24	0	slipped/fell hurt knee/shoulder	Custodian	SEHS	Shoulder(s)
6/15	0	weeding & injured knee	Grounds	Facilities	Leg, Upper
6/4	0	assited falling student	EA	Gilham	Back, Lower
6/1	0	reached for chair, felt pain in thumb	Custodian	SEHS	Thumb
6/1	0	hit elbow on table	Teacher	Roosevelt	Elbow
<b>5/28</b>	<b>0</b>	<b>tripped/fell over student</b>	<b>Teacher</b>	<b>Sheldon</b>	<b>Knee</b>
5/27	0	got dizzy fell dwn hit leg, shoulder	Custodian	ATA	Shoulder(s)
5/27	0	repetitive motion	Food Serv Coord	Churchill	Elbow
<b>5/27</b>	<b>0</b>	<b>struck in face w/ basketball</b>	<b>EA</b>	<b>Roosevelt</b>	<b>Eye(s)</b>
5/21	0	slip/fell on wet floor	Teacher	Sheldon	Ankle
<b>5/18</b>	<b>0</b>	<b>tripped/fell over student, injrd back/hand</b>	<b>Teacher</b>	<b>Howard</b>	<b>Sacrum and Coccyx</b>
5/15	0	fell off truck step	Custodian	Awbrey Pk	Knee
5/14	1	strnd back, supporting studnt	EA	Spng Crk	Back, Lower
5/8	9	hit in head with discus	Teacher	NEHS	Head, Soft Tissue
5/8	0	injrd thumb/hand movng milk cart	Food Serv Coord	NEHS	Thumb
5/7	4	stood up, knee popd	Staff	Facilities	Knee
5/6	0	ball cart rolled over foot	EA	YG	Foot
5/4	0	numbess from dust mopping/vacuuming	Custodian	ATA	Wrist(s) and Hand(s)

\* Bolded lines are new claims filed since June's Safety Committee Meeting

3. Additional Agenda Items

- Custodial Department Summer Projects (*Eli*)
  - Eli went over summer projects that include stripping of floors at various sites, applying floor finishing, and moving furniture. Jim encouraged on-going morning safety meetings to teach appropriate ergonomic body mechanics when performing tasks that require a significant amount of force, especially since summer projects typically require a higher frequency of redundant motion.

- ALICE Training (*Steve*)
  - Steve requested Nutrition Services be invited to participate in ALICE training.
    - Scott commented he will let Randi know about this request
  
- Safety Committee Work Group: Marketing (*Diana*)
  - Diana and Julie Wenzl volunteered to be the safety committee marketing representatives. Diana met with Julie in June and came up with a hand-full of ideas to help promote district wide safety and keep staff informed of this committees various safety initiatives, events, updates, and safety concerns. Ideas include:
    - A 'Bright Idea' logo
    - Safety Committee link on the 4J website, including:
      - Meeting minutes, committee contact information, meeting schedule, newsletters
    - Visits to site staff meetings to connect faces/names
    - Publicize positive feedback from quarterly inspections
    - Share successes at a particular work site
    - Monetary rewards for safety achievements at site
    - Encourage site celebration / acknowledgement of awards
    - Create form for employees to report safety concerns
    - Track safety concern reports from employees and action taken in response
    - Set-up dedicated Safety Committee e-mail address to allow information flow in both directions