



**WEST LINN-WILSONVILLE SCHOOL DISTRICT
DEPARTMENT OF OPERATIONS**

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District Safety Committee Meeting Agenda

Wednesday, September 16, 2015; 7:30 AM, WLWSD District Operations Center

A. ATTENDEES:	Name	Location	Present	Absent
	Officer Al Bunch	West Linn HS SRO		
	Jeff Chambers	OSEA Representative		
	Officer Patrick Finn	Wilsonville HS SRO		
	Pam Garza	OSEA Representative		
	Paula Hall	District Nurse West Linn & WLEA Representative		
	Cindy Hepting	Program Coordinator		
	Mark Law	Custodial Supervisor		
	Pat McGough	Facilities Manager		
	Kathe Monroe	Director of Human Resources		
	Doug Nimrod, VC	OSEA Representative		
	Tim Woodley	Chair, Director of Operations		

B. MINUTES REVIEW:

The minutes from all meetings are available on the website: <http://www.wlww.k12.or.us/Page/3135>

C. OUTSTANDING ACTION ITEMS:

Item	Description	Responsible Party	Status (due by)
	1. DISTRICT SAFETY PLAN (booklets)	<i>Bond Bond Team</i>	Bond Project October 2015
12.9.03	a. Crisis Management Plan updates.		
13.03.2	b. Safety & Health Plan (OSHA) updates.		
15.01.3	c. Emergency Response Plan		
14.4.3	2. Classroom numbers District-wide 8-19-15: Pat updated us on the progress of this project. Maps and building drawings are being gathered.	<i>Bond Project/Pat</i>	Ongoing

Item	Description	Responsible Party	Status (due by)
14.11.2	3. Bond Safety Component - This committee will be the stewardship group for the safety components of the bond.	<i>Committee</i>	Ongoing
15.3.1	4. Safe route to schools at Lowrie 8-19-15: New map is being created due to build-out. Tim will review it with the principal and Legend Housing.	<i>Tim</i>	Summer 2015
15.3.7	5. Quarterly Inspections – These are safety inspections that should be done at each site. 4-15-15: Inspections are now being done by Mark Law and custodial staff with a more comprehensive form. The goal is that he will do this with staff and take pictures and give to Cindy to create a report. 5-20-15: Three have been completed, but reports will not be done until work orders are created and work is done. 8-19-15: We will talk to SAIF about doing some of our quarterly inspections.	<i>Mark/Pat</i>	Ongoing
15-4.1	6. Intercom System and communication issues in various places in the District. 5-20-15: Some schools have received upgrades to their system. 8-19-15: Curt and Pat have worked to correct and improve systems. These are being done by highest priority order.	<i>Curt/Tim</i>	Ongoing

NEW SAFETY COMMITTEE ISSUES:

- 1.
- 2.

NEXT MEETING: October 21, 2015 – DOC Conference Room, 7:30 AM

Minutes were prepared by Cindy Hepting. Please submit in writing any corrections to West Linn-Wilsonville District Safety Committee prior to the next meeting date; otherwise the minutes will stand as reported. heptingc@wlwv.k12.or.us