



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

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**District Safety Committee Agenda**

**Wednesday, October 19, 2022; 7:00 AM, WLWVSD via Zoom**

**A. ATTENDEES:**

<b>Name</b>	<b>Location/Title</b>	<b>Present</b>	<b>Absent</b>
Jeff Chambers	Facilities Manager	X	
Enrique Guillen	Custodial Supervisor	X	
Mary Hanks	OSEA Representative	X	
Officer Jabral Johnson	West Linn HS, SRO		X
Officer Zach Keirseay	Wilsonville HS, SRO	X	
Pat McGough	Chief Operating Officer	X	
Steve Matthias	Maintenance Supervisor	X	
Leon Mongeau	OSEA Representative	X	
Jeremy Nichols	Safety & Security Supervisor	X	
Karen Pyeatt	District Nurse	X	
Caitlin Sullivan	Community Services Coordinator	X	
Lisa Love	WWEA Representative	X	
Shyla Waldern	Director of Human Resources		X
Staci Ball	WWEA Representative	X	

**B. MINUTES REVIEW:**

The minutes from all meetings are available on the website: <http://www.wlwg.k12.or.us/Page/16137>

**C. EXISTING ACTION ITEMS:**

<b>Item</b>	<b>Description</b>	<b>Responsible Party</b>	<b>Status (due by)</b>
20.1-10	<p><b>Long Range - Bond Planning</b> <b>6.15.2022</b></p> <ul style="list-style-type: none"> <li>Safety and security upgrades to happen this summer. Installing upgrades at Trillium, including the secure entry. At Wilsonville HS all of the upgrades will be installed including the electric secure entry.</li> </ul>	<i>Pat McGough</i>	<i>Ongoing</i>

	<p><b>7.20.2022</b></p> <ul style="list-style-type: none"> <li>Trillium Creek, Wilsonville HS and WLHS all to be receiving safety upgrades over the summer. Trillium to get secured entry but will take 8-10 months to receive all the items needed to finish the vestibule. Trillium to also get the shelter lock system. Wilsonville HS will also get shelter lock system. WLHS will get shelter lock system around Christmas break.</li> </ul> <p><b>9.21.2022</b></p> <ul style="list-style-type: none"> <li>The long lead items are still preventing us from finishing Trillium Creek and WLHS. The projects are on the schedule &amp; orders placed. Hoping for over Christmas Break but won't finalize the schedule until we have the parts.</li> <li>Construction area at WHS has been burglarized twice now. What can we do to help crack down on security?</li> </ul> <p><b>10.19.2022</b></p> <ul style="list-style-type: none"> <li>Meeting tonight with Long Range Planning. One of the items that will be discussed is site fencing – specifically at primary schools. To increase site security. Will have many community conversations also recommendation from True North. Having conversations with PTAs throughout the district.</li> <li>New line item for True North.</li> </ul>		
20.1-4	<p><b>Safety, Security, and Technology Upgrades</b></p> <p><b>6.15.2022</b></p> <ul style="list-style-type: none"> <li>Operations has trained all staff that have the shelter lock system other than Athey Creek.</li> </ul> <p><b>7.20.2022</b></p> <ul style="list-style-type: none"> <li>All schools with shelter lock system have been trained. Operations still needs to meet with Athey Creek &amp; will also meet with schools to go over the training again in the first weeks of school.</li> </ul> <p><b>9.21.2022</b></p> <ul style="list-style-type: none"> <li>All schools have had the training/re-training on the shelter lock system. Have created buzz-in systems for schools as well.</li> </ul> <p><b>10.19.2022</b></p> <ul style="list-style-type: none"> <li>All schools have buzz in entry, two schools waiting for two sites that can unlock doors. Also, adding a button in that will allow doors to shut when lockdown occurs.</li> </ul>	<p><i>Pat McGough</i> <i>Jeff Chambers</i></p>	
20.2-1	<p><b>Nursing Staff Safety/Health Updates</b></p> <p><b>6.15.2022</b></p> <ul style="list-style-type: none"> <li>Numerous COVID tests left over so students will be allowed to take 2 boxes of tests home with them. Any additional tests will be available to staff members.</li> </ul> <p><b>7.20.2022</b></p> <ul style="list-style-type: none"> <li>COVID is still pretty active. The District will continue to follow the requirements/recommendations put out by the County.</li> </ul> <p><b>9.21.2022</b></p> <ul style="list-style-type: none"> <li>For COVID people should isolate for 5 days. Day 0 through Day 5, so actually need to be home for 6 days.</li> <li>Schools needing more PPE. All schools should be stocked &amp; building engineers should know where PPE is located.</li> <li>Benefits meeting on 9/28 at Stafford – they will be giving free flu shots.</li> </ul> <p><b>10.19.2022</b></p> <ul style="list-style-type: none"> <li>Air quality, yesterday 10/18. OSHA guidelines state you need to notify students/staff at certain air quality index points. OSAA also has their own guidelines for sports. District will continue to monitor air quality for the next few days.</li> </ul>	<p><i>Karen Pyeatt</i></p>	

21.5.1	<p><b>Drills</b></p> <p><b>6.15.2022</b></p> <ul style="list-style-type: none"> <li>• Almost done with drills for the year! We have three schools that need to complete their June fire drills and then we will be done.</li> </ul> <p><b>7.20.2022</b></p> <ul style="list-style-type: none"> <li>• All drills have been completed for the year! Saw a progression throughout the year with drills. Operations staff working to update the Standard Response Protocol posters and booklets throughout the buildings.</li> </ul> <p><b>9.21.2022</b></p> <ul style="list-style-type: none"> <li>• Drills have been going well. All schools have completed their first fire drill and most are completing their lockdown drills.</li> </ul> <p><b>10.19.2022</b></p> <ul style="list-style-type: none"> <li>• Drills have been going well. District personnel has noticed that people are more prepared and the mindset has shifted about doing drills and being prepared for emergencies.</li> </ul>		
21-7.1	<p><b>District Communicable Disease Plan</b></p> <p><b>6.15.2022</b></p> <ul style="list-style-type: none"> <li>• There have been some updates added to the RSSL. Karen added that they will likely continue with updates over the summer.</li> </ul> <p><b>7.20.2022</b></p> <ul style="list-style-type: none"> <li>• The RSSL has been getting thinner but they are still making updates. The District will continue to follow all guidelines/recommendations provided by Clackamas County.</li> </ul> <p><b>9.21.2022</b></p> <ul style="list-style-type: none"> <li>• Checking with DSLT to see if the Ready Schools Safe Learners (RSSL) section can be removed for future meetings.</li> <li>• This section will now be the “District Communicable Disease Plan”</li> </ul> <p><b>10.19.2022</b></p> <ul style="list-style-type: none"> <li>• This section will be for any new COVID strands and also any other communicable disease updates.</li> </ul>		

**NEW SAFETY COMMITTEE ISSUES/DISCUSSION:**

1. District has added 2 positions at both West Linn & Wilsonville High School. They will be Safety Custodian positions – they will make sure the doors on the perimeter of the buildings are closed & locked throughout the school day.
  - a. Struggling to fill these positions. Currently staffing with maintenance employees but need to figure out a long term plan so our maintenance staff members can do their regular jobs.
  
2. AEDs for Football Stadiums. Should we have AEDs that are located in the football stadiums? They could get tampered with or run out of battery from being outside. Any solutions please bring forward via email to Pat.
  - a. People will continue to use the portable AEDs because there isn’t really a solution of putting a permanent one
  
3. ERT members in schools. District is doing some ERT trainings and hopeful to get more members added to the ERTs at each school. Would like building engineers to be included in these trainings (should have another training before the end of the year as well as Jan/Feb).
  
4. District has engaged with True North (formerly Elert & Associates) to have them come back and reevaluate schools and provide further safety/security recommendations. We should add a new tab for True North as there will be lots of conversation around this.

**NEXT MEETING: November 16, 2022 – via Zoom at 7:00AM**

*Minutes were prepared by Caitlin Sullivan ([sullivac@wlwv.k12.or.us](mailto:sullivac@wlwv.k12.or.us)). 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.*