



WEST LINN-WILSONVILLE SCHOOL DISTRICT
DEPARTMENT OF OPERATIONS
 2755 SW Borland Rd, Tualatin, OR 97062
 503.673.7995

District Safety Committee Minutes

Wednesday, December 21, 2022; 7:00 AM, WLWVSD via Zoom

A. ATTENDEES:

Name	Location/Title	Present	Absent
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 Keirse	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
Mindy Schmitz	Administrative Assistant	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.wlww.k12.or.us/Page/16137>

C. EXISTING ACTION ITEMS:

Description	Responsible Party	Status (due by)
<p style="background-color: yellow;">Long Range - Bond Planning</p> <p>6.15.2022</p> <ul style="list-style-type: none"> 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. <p>7.20.2022</p> <ul style="list-style-type: none"> Trillium Creek, Wilsonville HS and WLHS all to be receiving safety upgrades over the summer. Trillium to get secured entry but will 	<i>Pat McGough</i>	<i>Ongoing</i>

<p>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.</p> <p>9.21.2022</p> <ul style="list-style-type: none"> • The long lead items are still preventing us from finishing Trillium Creek and WLHS. The projects are on the schedule & orders placed. Hoping for over Christmas Break but won't finalize the schedule until we have the parts. • Construction area at WHS has been burglarized twice now. What can we do to help crack down on security? <p>10.19.2022</p> <ul style="list-style-type: none"> • 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. • New line item for True North. <p>11.16.2022</p> <ul style="list-style-type: none"> • Ongoing discussions with PTAs about installing site fencing at schools. Have received good feedback but with certain stipulations. <p>12.21.2022</p> <ul style="list-style-type: none"> • Meetings with PTA groups are going well. Will be meeting with Boeckman Creek and Willamette PTA in January. • The District is moving forward with renovations for Riverside HS. <p>1.18.2023</p> <ul style="list-style-type: none"> • 		
<p>Safety, Security, and Technology Upgrades</p> <p>6.15.2022</p> <ul style="list-style-type: none"> • Operations has trained all staff that have the shelter lock system other than Athey Creek. <p>7.20.2022</p> <ul style="list-style-type: none"> • All schools with shelter lock system have been trained. Operations still needs to meet with Athey Creek & will also meet with schools to go over the training again in the first weeks of school. <p>9.21.2022</p> <ul style="list-style-type: none"> • All schools have had the training/re-training on the shelter lock system. Have created buzz-in systems for schools as well. <p>10.19.2022</p> <ul style="list-style-type: none"> • 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. <p>11.16.2022</p> <ul style="list-style-type: none"> • No update at this time. Still waiting on parts for the secure entry at Trillium Creek. <p>12.21.2022</p> <ul style="list-style-type: none"> • Materials still on order for the secure entry work at Trillium Creek. WLHS will be the last school to receive shelter locks. Have been working on tightening up building security. <p>1.18.2022</p> <ul style="list-style-type: none"> • 	<p><i>Pat McGough Jeff Chambers</i></p>	
<p>Nursing Staff Safety/Health Updates</p> <p>6.15.2022</p> <ul style="list-style-type: none"> • 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. <p>7.20.2022</p> <ul style="list-style-type: none"> • COVID is still pretty active. The District will continue to follow the requirements/recommendations put out by the County. <p>9.21.2022</p>	<p><i>Karen Pyeatt</i></p>	<p><i>Ongoing</i></p>

<ul style="list-style-type: none"> • For COVID people should isolate for 5 days. Day 0 through Day 5, so actually need to be home for 6 days. • Schools needing more PPE. All schools should be stocked & building engineers should know where PPE is located. • Benefits meeting on 9/28 at Stafford – they will be giving free flu shots. <p>10.19.2022</p> <ul style="list-style-type: none"> • 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. <p>11.16.2022</p> <ul style="list-style-type: none"> • Have seen an increase in RSV cases so district will communicate out to staff ways that we can keep everyone safe. <p>12.21.2022</p> <ul style="list-style-type: none"> • No updates at this time. <p>1.18.2023</p> <ul style="list-style-type: none"> • 		
<p>Drills</p> <p>6.15.2022</p> <ul style="list-style-type: none"> • 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. <p>7.20.2022</p> <ul style="list-style-type: none"> • 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. <p>9.21.2022</p> <ul style="list-style-type: none"> • Drills have been going well. All schools have completed their first fire drill and most are completing their lockdown drills. <p>10.19.2022</p> <ul style="list-style-type: none"> • 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. <p>11.16.2022</p> <ul style="list-style-type: none"> • Drills are going well. Getting through the drills that are needed before schools go on Winter Break. • Might be a good idea to do some ERT drills at the schools. Pat to ask leadership about this. <p>12.21.2022</p> <ul style="list-style-type: none"> • Boones Ferry (Lockdown drill) and Crest (Secure drill) participated in a joint drill together. This is the first time Crest has done a drill on their own. Both drills went well. • We’ve had feedback from schools about students feeling anxious when they don’t know about drills beforehand. Schools will start announcing drills over the intercom system 15 to 30 seconds before actual drill, in belief that this will help calm and reassure students who are anxious about drills. <p>1.18.2023</p> <ul style="list-style-type: none"> • 	<p><i>Caitlin Sullivan Jeremy Nichols Jeff Chambers</i></p>	<p><i>Ongoing</i></p>
<p>True North</p> <p>11.16.2022</p> <ul style="list-style-type: none"> • Have gone through an extensive inventory for True North to provide them more information before they come to do the evaluation. <p>12.21.2022</p> <ul style="list-style-type: none"> • Pat and Jeremy had the initial meeting with True North. Interviews will begin in January with Admin. staff. <p>1.18.2023</p> <ul style="list-style-type: none"> • 	<p><i>Pat McGough Jeremy Nichols</i></p>	<p><i>Ongoing</i></p>

<p>Environmental Testing 12.21.2022</p> <ul style="list-style-type: none"> The District hired a new Environmental Technician. She has been working on updating Radon maps. Testing will begin in January at two schools. We'll begin water testing in the Spring in 7 buildings. Testing for radon and lead is part of the HASS plan and being compliant. The IPM report will be presented to the Board at the February Board meeting. <p>1.18.2023</p> <ul style="list-style-type: none"> 	<p><i>Jeremy Nichols</i></p>	<p><i>Ongoing</i></p>
<p>AED's at Football Stadiums 12.21.2022</p> <ul style="list-style-type: none"> The District won't add AED's to football fields. They will be carried out from inside, if needed. AED's won't be available for community events that take place after school hours. The legal team is reviewing the correct language to use for this update. 	<p><i>Pat McGough</i></p>	<p><i>Closed</i></p>
<p>Event at Willamette 12.22.2022</p> <ul style="list-style-type: none"> a community member came in to the building and was unescorted, made her way around some classrooms and stole some items. Just a reminder for staff to be aware of people coming into the building. Ask questions, escort to spaces, don't leave people unattended. The community member was arrested by Portland Police and charged with identity theft and burglary. Staff members will be reminded to be aware of unattended people walking through buildings. 	<p><i>Pat McGough</i></p>	<p><i>Closed</i></p>

NEW SAFETY COMMITTEE ISSUES/DISCUSSION:

1. A staff member at WLHS fell down the stairs inside the building. Adding a center railing would create more added safety and could provide a more functional way for traffic to flow. Pat to check with the architectural team to see if a middle rail could be accommodated.
- 2.

NEXT MEETING: January 18, 2023 – via Zoom at 7:00AM

Minutes were prepared by Mindy Schmitz (schmitzm@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.