

**Twin Rivers Unified School District**  
**Safety Committee Meeting Minutes**  
Date 9/21/2023

**1. Call Meeting to Order**

*Meeting called to order: 4:00 p.m.*

**2. Roll Call**

	<u>Present</u>		<u>Absent</u>
Autumn Black	Francine Brissey	Micah Simmons	Yvette Streeter
Cory Yen	Jim Davis	Rene Wells	Leslie Pring
Cyndi Andrews	Jonathan Paratto	Ryan DiGiulio	Rudy Puente
David Lugo	Lori Grace	Tim Shannon	
Debbie Gordon	Megan Simmons	Vicky Gunter	
Enrique Placencia			

**3. Updates**

a. Role of Committee and Process

*Meeting schedule and a review of the agenda was presented to the committee.*

b. Site Inspections

i. Williams Visits

1. **August:** Babcock, Woodlake, Las Palmas, Northwood, Hazel Strauch, F.C. Joyce, and Rio Tierra
2. **September:** MLKTA, Hillsdale, Del Paso, Castori, Oakdale, Smythe, Village, Keema, Rio Lina Prep, Foothill, Rio Linda

*Deputy Principal, Special Assignment provided an overview of the purpose of Williams visits along with the list of upcoming inspections.*

3. **SIA:** Regency Park and Westside Preparatory Charter

*SIA will be inspecting the above mentioned, two schools. Updates to follow if there are changes.*

*Director of Risk Management outlined resources available on the TRUSD website. Updates to forms may be required in the future, which would include input from the Safety Committee.*

ii. Site Drill Update

1. 2 Drills monthly; 1 must be an evacuation

**4. Injury Illness and Prevention**

a. Student Accidents:

b. Staff Accidents

*The committee was provided with data summarizing injury by accident type and department for 1-year and over a 6-year span.*

**5. Safety Concern Monitoring**

*Deputy Principal on Special Assignment reviewed a safety tracking document and outlined instructions for the Safety Team on how to utilize the tracker as well as their role in reporting major safety concerns to the physical plants.*

*A special mention was made that this tracker does not take the place of safety reporting processes already utilized throughout the district.*

*Safety team members were also provided with guidelines to respect the privacy of individuals and avoid including any individual, personal, employee information in the tracker.*

**6. Next Meeting Dates:** November 14

*Safety meetings will be held quarterly.*

**7. Adjournment:**

*Meeting adjourned: 4:26 p.m.*