**MINUTES OF THE**

**MBASIA SAFETY COMMITTEE TELECONFERENCE**

**TUESDAY, APRIL 3, 2012 AT 2:00 PM**

**PRIMARY TELECONFERENCE LOCATION:**

 **San Francisco**

**MEMBERS PRESENT**

Lisa Murphy, City of Capitola

Daniel Dawson, City of Del Rey Oaks

Rene Mendez, City of Gonzales

Adela Gonzales, City of Soledad

**MEMBERS ABSENT**

**GUESTS AND CONSULTANTS**

Conor Boughey, Alliant Insurance Services

Monica Sandbergen-Izo, Alliant Insurance Services

Michael Simmons, Alliant Insurance Services

**A. CALL TO ORDER**

President Rene Mendez called the meeting to order at 2:02 pm.

**B. CONSENT CALENDAR**

**B1. Approval of Minutes – January 9, 2012 Safety Committee**

A motion was made to approve the minutes.

**MOTION: Daniel Dawson SECOND: Lisa Murphy MOTION CARRIED**

**C. PUBLIC COMMENTS**

None.

**D. SAFETY COMMITTEE**

**D1. Safety Grant Fund Policy and Procedure**

Conor Boughey advised that the City of Hollister is planning on doing an ergonomic evaluation of their employees and that the cost of the evaluation is going to cost the city approximately $30,000. The City of Hollister is requesting from MBASIA to use their portion of the Safety Grant Fund ($5,000) for the current program year and would like to fund the remaining cost of their ergonomic evaluation by being granted a loan from the Authority with the intent of paying it back in future years if the funds are not available through the Safety Grant Fund in future years. Rene Mendez with the City of Gonzales advised that Hollister’s request is outside the Grant Fund policy. Mike Simmons stated that the Safety Grant Fund was setup to allow the members access to funds for incremental improvements in the future, but it was not setup to allow for an offset on capital expenses. Mr. Simmons suggested that Hollister could have full access to next year’s funds in June when they are approved by the Board. The rest of the Safety Committee members agree with Mike Simmons’ suggestion.

**E. CORRESPONDENCE/INFORMATION**

**F. GENERAL RISK MANAGEMENT ISSUES**

A motion was made to adjourn the meeting at 2:20 p.m.

**MOTION**: Rene Mendez **SECOND**: Lisa Murphy **MOTION CARRIED**