

Countywide Health and Safety Committee Meeting Agenda

Meeting Facilitator: Denise Schreiner

Location: Contra Costa County Schools Insurance Group

Date: October 14th, 2009

Time: 9:00 a.m. – 11:00 a.m.

TIME	AGENDA TOPIC	DISCUSSION LEADER	DESIRED OUTCOME
9:00 a.m.	-Welcome! -Introduction of new committee members -Overview agenda, purpose, roles and responsibilities of committee members and CCCSIG -Folder tour	Denise Schreiner	-Attendees informed of meeting content -Attendees will understand the purpose of the Countywide H&S Committee meeting, committee member and CCCSIG roles and responsibilities -Attendees will know what's in their folders
9:15 a.m.	-2008/09 Countywide Claims Trends Overview -2008/09 H&S Services Utilization Overview	Denise Schreiner,	-Attendees will know what the most frequent and severe incident types were in 2008/09 -Attendees will know the number and type of CCCSIG health and safety services provided to member districts in 2008/09
9:30 a.m.	2009/10 District H&S Incentive Program -Distribute 2008/09 Incentive Program certificates -Examples of incentive money purchases -Overview of 2009/10 Incentive Program/Q&A	Denise Schreiner Steve Webber	-Certificates will be distributed to those districts who completed 100% of the incentive program requirements last fiscal year -Attendees will have an opportunity to ask questions
10:00am	Guest Speaker: Swine Flu Info for Schools What you will learn: -A brief background on H1N1 -Current cases in CCC to date -Current recommendations for schools -How to stay up-to-date on recommendations, what websites are important, etc. -Contact info for schools who need H1N1-related assistance	Paul Leung, MPH Senior Disease Intervention Specialist with the Communicable Diseases Program at CCC Public Health Dept	-Attendees will: -have a better understanding of H1N1 background -will know the current # of cases in CCC -will know what the recommendations are for schools -will know how to stay up-to-date on the recommendations -will know a CCC contact name and number for all future and ongoing H1N1-related questions, resources and/or assistance -have an opportunity to ask questions
10:30am	New CCCSIG Programs and Services for 2009/10 -Healthy Lifestyle Programs -Trainings -DVD/VHS Lending Library -Slip, Trip, Fall Student Poster Contest	Abbie O'Toole	-Attendees will know what new programs and services are available to member districts in 2009/10
11:00	Meeting Ends		-Grab n' Go brunch items will be available -Remember to check out the various new (some old) materials on the Resource Table; feel free to help yourself to extra HS brochures



Goals for Countywide Health and Safety Committee Meetings*

CCCSIG Health & Safety Services Department Mission:

To provide districts with a variety of strategically-selected health and safety services that will assist in improving employee health and safety awareness, skills and behaviors that ultimately result in a decreased frequency and severity of injuries and improved employee health.

CCCSIG's Goals/Roles:

- To provide and review simplified claims and services reports
- To experience 100% district representation at each meeting
- To provide guest speakers and other services that continues to build on its members' health and safety knowledge-base
- To provide opportunities and resources that foster a networking environment for district health and safety coordinators
- To provide District Health and Safety Incentive Program updates and information
- To provide new program updates

District H&S Coordinator Goals/Roles:

- To attend and participate in all three meetings
- To share meeting information with their district health and safety committee and/or other decision-makers involved in employee workplace health and safety
- To assist in and provide support for their respective district health and safety committees
- To oversee the completion of the District Health and Safety Incentive Program requirements
- To collaborate with employees, supervisors, and upper management on ways to implement workplace health and safety services (this is typically accomplished during a district health and safety committee meeting)
- To offer honest feedback on CCCSIG services

CCCSIG Health & Safety Services Department Staff:

Denise Schreiner, Health & Safety Services Manager
Steve Webber, Sr. Health & Safety Services Specialist
Abbie O'Toole, Health & Safety Services Specialist
Susan Patterson, Health & Safety Services Specialist

*Established and agreed upon at the March and June 2006 meetings

Thank you for attending! We appreciate your presence!