

Safety & Staff Meeting Minutes
October 30, 2025 – 2:00 PM – BCRSD Conference Room

SAFETY IS A PERSONAL RESPONSIBILITY

MEMBERS PRESENT: Drew Perkins, Caleb Rittenour, Seth Cozean, Jesse Stephens, Jason Horton, Jason Wolf, Angela Gonzalez, Rodney Spires, Spencer Nichols, Daniel Cunningham, Kenneth Eskew

MEMBERS ABSENT: Roy Freeman, Robbie Hill, Kevin Sublett

Nationwide Presentation

The training video, Contributing to Your Retirement Plan, provided an overview of how employees can build long-term financial stability through consistent participation in the district's retirement program. It explained the benefits of contributing early and regularly, emphasizing the power of compound growth and the potential tax advantages of pretax contributions. The presentation encouraged employees to review their current contribution levels, assess their future financial goals, and make informed adjustments as needed. Participants were reminded that even small, steady increases in contributions can significantly improve retirement readiness over time. The overall message reinforced that proactive engagement in retirement planning is an essential part of long-term financial wellness.

The presentation, Retirement 101 – Enrolling in Your Retirement Plan, guided employees through the fundamentals of preparing for long-term financial security. It emphasized the importance of beginning contributions early and maintaining consistency to take advantage of compound growth and potential tax benefits. Participants learned that saving as little as 10 to 20 percent of each paycheck toward retirement can significantly impact future readiness. The session encouraged staff to assess their individual goals, use the My Income & Retirement Planner tool to estimate needs, and make incremental increases to contributions over time.

The session also explained plan options, including the 457(b) deferred-compensation program, available to local-government employees. Discussion included the flexibility of changing contribution levels, tax advantages of both pre-tax and Roth contributions, and the absence of early-withdrawal penalties upon leaving employment. Employees were introduced to investment approaches ranging from target-date funds to professionally managed accounts through Nationwide ProAccount®. The presentation closed by reminding participants that proactive engagement, regular reviews, and access to professional support are key to achieving retirement confidence and financial stability.

Safety Topic – Driving in All Weather Conditions

The safety video 8 Driving Tips to Drive in Fog, Rain, or a Storm reviewed best practices for maintaining control and visibility when driving in poor weather conditions. It emphasized slowing down, increasing following distance, and using headlights—not high beams—to improve visibility without blinding other drivers. The video explained that wet or foggy roads reduce traction and reaction time, requiring extra caution, gentle steering, and gradual braking to avoid skidding.

Drivers were reminded to keep windshields and lights clean, use hazard lights only when necessary, and avoid cruise control on slippery roads. In cases of severe fog or heavy rain, pulling over safely and waiting for conditions to improve was recommended. The overall message reinforced that preparation, patience, and calm, deliberate actions can prevent accidents and keep both drivers and passengers safe during inclement weather.

Accidents or Near Misses: Nothing to Discuss

Cyber-Security Training from Ninjio Dojo – S10/E10 – “The Captcha Con”

The episode focuses on a rising cyber threat in which attackers exploit fraudulent CAPTCHA-type human-verification screens to trick users into executing malicious commands or installing malware. These fake CAPTCHAs look ordinary, leveraging users' habit of simply following the on-screen instructions without questioning them. As a result, the training emphasizes that any CAPTCHA prompt that asks you to run a program or execute commands should be treated with suspicion.

The key takeaway for staff is to remain vigilant when encountering even routine-looking verification screens. Before you click through or comply, verify the authenticity of the site, check whether the prompt aligns with standard behavior (e.g., you weren't expecting a CAPTCHA), and report any unusual request to your IT/security team. The lesson underscores that our instincts to “just follow what it asks” can be manipulated — thinking before you act is a critical line of defense.

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Status of Safety Works-in-Progress & Annual Items

Fire Extinguishers Update/Renewal by Cintas: The group needs to finish gathering and replacing all fire extinguishers. Should be fully completed by next safety meeting.

Other Business: Nothing to Discuss

Equipment Safety: Trailer Brakes have been Installed.

Old Business: Nothing to Discuss

New Business: Nothing to Discuss

Meeting Adjourned at 3:30 pm.