

# Health & Environmental Safety Committee Meeting

11/9/2009  
1:00 PM  
LADM 161

**Chairperson:** Rosemarie Hansen-Barnes

Type of meeting: General  
Note taker: Mike Strong

**Attended:** Charlie Ng, June Yamamoto, Mike Strong, Cheryl Burge

**Absent:** Rick Hogrefe, Marco Guardi, Pierre Galvez, Marty Licerio, Rosemarie Hansen-Barnes, Judy Giacona, Julie Davis

## Agenda

Items	Responsible	Time
Review of Minutes		
Progress on 5/13/09 Safety Concerns Meeting	Charlie Ng	15
Review of Website - feedback from Committee		
New Flu Information		
Great Shake Out Information		
OSHA Reports	Charlie & Mike	
Yearly goals and objectives	open	

## Additional Information

### Review of Website - feedback from Committee

**Discussion:**

Management is finalizing the District EH&S website and has scheduled an inservice/orientation to all employees on 1/8/10. Once the District site is launched, a link on the CHC safety site will link to the District site. The CHC site shall include minutes and agendas of this meeting, the safety flip charts & information will link to the District site, Emergency prep plan will also link to the District site. A CHC EH&S shell was created for the campus website.

**Conclusions:**

Action items: – Mike will look at what items were included in the CHC shell and have a template ready for presentation next meeting.

Person responsible: Mike Strong

Deadline:

## New Flu information

### Discussion:

CHC has received the H1N1 vaccine. June asked if priority will be given to students who are at a higher risk of catching the virus.

**Conclusions:** Continue to provide prevention and communication procedures in hopes of avoiding any large outbreaks at CHC.

**Action items:** None

Person responsible:

Deadline:

Judy Giacona

## Great Shake Out information

**Discussion:** Training occurred during the shake out on 10/15. No follow up required. Discussion about next year's plan to have a safety fair was tabled until more committee members are present to discuss. However, we will look into scheduling the "shaking machine" ASAP. June re-addressed the idea of establishing "floor captains" or "building captains" to each building/floor to lead an evacuation.

### Conclusions:

### Action items:

Mike to discuss with Rose the possibility of scheduling the "shaking machine" for next year

Person responsible:

Deadline:

Mike Strong

## OSHA reports

**Discussion:** CHC responded as required to the CalOSHA Identified Hazards Report on 11/5/09. Charlie mentioned that OSHA verbally granted extensions for the maintenance shop 2<sup>nd</sup> floor mezzanines, the implementation of the Heat Illness Prevention Program, the Chemical Hygiene Program, the Hazardous Communication Program/MSDS training. It is anticipated that these items will be resolved by mid-December—CHC is waiting for written authorization of the extension. Charlie will be presenting the CHC response to the Campus on Thursday, 11/12/09.

**Conclusions:** Affected departments are continuing work on the unresolved identified hazards

**Action items:** None

Person responsible:

Deadline:

## Future Accomplishments

### Discussion:

Great shakeout information moved to shakeout item above.

Mike discussed the need to finalize and develop a schedule to review the safety plans.

**Conclusions:** Develop a schedule to review the safety plans

**Action items:** Charlie and Mike will work together to develop a schedule for presentation to the committee

Person responsible:

Deadline:

## Timeline for what the Committee needs to accomplish this year

**Discussion:** 11/9/09 – discussion tabled until next meeting.

10/12/09 – Judy asked about the progress of the designated smoking policy. Charlie was not sure if the determination for the fine had been resolved – last he knew it was in the district assembly. Pierre will talk with Pat and see if knows the outcome

10/12/09 – Judy also asked about the effort to expand the locations of AEDS on campus. Pierre has one in his squad car and Judy reported that there is one in the HWC. Cheryl said that the AED's at the district and SBVC had been pulled as of Friday October, 9<sup>th</sup>. Cheryl said that the college is not required to have them and that Keenan felt that there is more liability to have them and not use them than to not have them. Judy stated that most colleges have a program, however, there needs to be a plan coordinated with the San Bernardino County Emergency Services.

**Conclusions:** 10/12/09 – Pierre will check with Pat regarding the status of this effort

Action items:

Person responsible:

Deadline:

## Additional Information

**Next Meeting: Monday, December 14, 2009 at 1:00 PM, LADM 161**