

**Crafton Hills College
Environmental Health and
Safety Committee
Minutes**

Date: January 14, 2012

<p><u>Attendees (*Absent):</u> Rosemarie Hansen (Co-Chair) Mike Strong (Co-Chair) Dan Sullivan (Public Safety Faculty) Judy Giacona (HWC Faculty) *Leslie Jordan (Student) Larry Cook (Facilities Management) *Rick Hogrefe (Management)</p>	<p>Cheryl Burge (Human Resources) *June Yamamoto (Management) *Pierre Galvez (District Police) Lito Reyes (Keenan and Associates) Whitney Fields (District EH&S Admin) *Laura Winningham (Faculty) *Kevin Palkki (Classified – Theater) Robin Bishop (CTA Appointee) Tina Gimple (Classified – Gen Office)</p>
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TOPIC	DISCUSSION	FURTHER ACTION
Approval of minutes from 12/10/12	Moved for approval by Rose, seconded by Whitney; approved by consensus	
Co-Chair Report (Chair) • None	None	
M&O Safety Projects Report (Facilities): •	Larry reported that fire extinguishers, fire alarms, eyewash stations, elevator certifications are up to date. Recent fire alarm testing found 4 pull stations that need repair. Repairs are in process.	
District Police Report (Police):	<ul style="list-style-type: none"> • HR reported that the EMP manager may not go to Feb board as previously reported due to background check delay. • Stickers for 911 to be placed on flipcharts over 3275. • Whitney reported that SGT Tamayo has offered lockdown/active shooter training. It was recommended active shooter training be scheduled during April (Emergency Prep month). 	Mike to follow up with P.Galvez on who is following up with obtaining the 911 stickers.
Workplace Injuries Report & follow up: • Workman’s Comp Injury Report(Human Resources/EH&S) • Minor injury report (non-workman’s comp) (EH&S)	<ul style="list-style-type: none"> • Whitney reported that injuries/claims continued to reduce from the last reporting period. • Sharps: possibly place signs for sharps disposal in restrooms to 	Mike to discuss the collecting of any sharps at night with P.Galvez.

<ul style="list-style-type: none"> Sharp containers for restrooms 	<p>dispose of sharps properly; sharps receptacles are available at the HWC (day) and with District Police (night).</p>	
<p>Student Injury Report (HWC)</p> <ul style="list-style-type: none"> Report on status of staph infections. 	<ul style="list-style-type: none"> No follow up necessary on staph infections. Free flu shots are available at the HWC for both students/faculty/staff 	
<p>Smoking Policy (Police)</p> <ul style="list-style-type: none"> Status of warnings Status of smoking areas 	<p>Mike stated that the smoking policy enforcement has begun. Police stated that the parking lots are considered a “designated area.” It is the opinion of the Safety Committee that because the Board Policy and Admin Procedure and the smoking committee did not designate the parking lots as a “designated area,” then people will either need to be in their cars or in a “designated area.”</p>	<p>Mike to discuss with District Police.</p>
<p>Events:</p> <ul style="list-style-type: none"> Report on Great Shake Out – <ul style="list-style-type: none"> Review After Action Report <ul style="list-style-type: none"> Evac Chair training tracking? April Emergency Prep Month: Evacuation? Safety scavenger Hunt; give aways; Zombie apocalypse? Safety fair? 	<p>April event was discussed. Ideas are as follows:</p> <ul style="list-style-type: none"> EMS students at evacuation areas to show a car emergency kit and to hand out list of items for their kit. Use website and social media to promote the event. Create a link on the CHC website to the earthquake video used during the Shake Out. Recruit EMS students to demonstrate treatment of victims at evac sites. 	<p>Mike will bring after action report to the next meeting to identify items to incorporate into the next event.</p>
<p>Safety Plan Review and Approvals:</p> <ul style="list-style-type: none"> Review Safety Plan Schedule 	<p>Mike discussed the safety plans requiring review. Whitney and Mike will distribute the plans to the affected departments over the next 5 months. Then, the committee will have a chance for comments if desired. A report on plan updates will be provided at the next meeting.</p>	<p>Whitney and Mike to present schedule for safety plan review at next meeting.</p>
<p>New Business:</p> <ul style="list-style-type: none"> Review Safety Committee Self Evaluation 	<ul style="list-style-type: none"> The results of the survey were reviewed. Some concerns were stated on the manager to staff ratio. It was discussed that the 	

	<p>makeup of the committee is outlined in the Safety Committee Operations Plan. No action was taken.</p> <ul style="list-style-type: none"> • Discussion was had on possibly meeting every other month with special meetings dedicated to planning events. Discussion to continue at next meeting. 	
Adjournment at 2:20pm.	Next Meeting scheduled February 11, 2013 at 1:00pm	
<p>Mission Statement</p> <p>The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.</p>	<p>Vision Statement</p> <p>The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation.</p>	<p>Institutional Values</p> <p>Our institutional values are creativity, inclusiveness, excellence, and learning-centeredness.</p>