

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

Date: January 13, 2014

Members (Absent*):

Rosemarie Hansen (Co-Chair)
Mike Strong (Co-Chair)
*Dan Sullivan (Public Safety Faculty)
*Judy Giacona (HWC Faculty)
*Crystal (Student)
Larry Cook (Facilities Management)
*Rick Hogrefe (Management)

*Karla Trajillo (Human Resources)
*June Yamamoto (Management)
*Pierre Galvez (District Police)
Lito Reyes (Keenan and Associates)
Whitney Fields (District EH&S Admin)
Lisa Shimeld (Faculty)
Tina Gimple (Classified)
*Steve Ramirez (Faculty)
*Robin Bishop (CTA Rep.)

TOPIC	DISCUSSION	FURTHER ACTION
Approval of minutes from 12/9/13	Minutes approved by consensus.	
Co-Chair Report (Chair)	Nothing to report.	
M&O Safety Projects Report (Facilities): •	Larry stated that LRC elevator #2 is down following an entrapment on 12/23. The elevator company has been hesitant to fulfil their warranty requirements to repair the elevator. However, they have agreed to perform the repairs. Larry will find out later today of the scheduled timeline for the repairs.	
District Police Report (Police): • Construction impacts • Speed bump citations • Emergency Prep Coordinator update	<ul style="list-style-type: none"> • Construction Impacts: Mike reported that closures to parking Lot F causes students to take the closest path around the fence, which is through Parking Lot G and on the grass around Lot F. • The committee requested the citation results since the additional delineators have been placed at the speed bumps. Mike will ask Pierre to be prepared to discuss next meeting. • Whitney reported that Laura Whitehead will start as the new emergency preparedness coordinator on 1/21/14. • It was discussed that the Police 	<ul style="list-style-type: none"> • Police to report citations issued at the speed bumps. • Police to be prepared to discuss their involvement in future emergency prep exercises.

	<p>have excluded themselves from involvement during emergency preparedness exercises. The committee would like to understand what their role will be during an evacuation drill and during a real situation.</p>	
<p>Safety Issue Log</p> <ul style="list-style-type: none"> Review Draft Safety Issue Log 	<p>The committee added the following items to the log:</p> <ul style="list-style-type: none"> LADM women's restroom towel dispenser repair (this was submitted through the District's hazard reporting system) Cleanliness of OE1 restroom (from District hazard report) EMS SOP's/Pharmaceutical Donations Incompatible chemicals stored together in CHS 234 (from HMI report) Repair seismic shelf cable in CHS 233 (from HMI report) 	
<p>Workplace Injuries Report & follow up:</p> <ul style="list-style-type: none"> Workman's Comp Injury Report(Human Resources/EH&S) Minor injury report (non-workman's comp) (EH&S) 	<p>Whitney provided an abbreviated version of the workman's comp injury report. The report was reviewed and specific attention was given to the trends from the prior year. A copy of the report is attached to these minutes.</p>	
<p>Student Injury Report (HWC)</p>	<p>No report.</p>	
<p>Safety Training and Events:</p> <ul style="list-style-type: none"> GHS Training Update (EH&S) Zombie apocalypse in April 2014 ICS Org Chart and required training. 	<ul style="list-style-type: none"> GHS training is ongoing. Whitney will continue to monitor. Zombie apocalypse: Rose requested from Mike the date of the Zombie apocalypse. The time for the evacuation is set for 7:15pm. 	<p>Mike to determine dates for the evening emergency prep drill in April and respond to Rose to coordinate the Zombies.</p>
<p>Safety Inspection Report</p> <ul style="list-style-type: none"> Status of self-inspections HMI Report 	<ul style="list-style-type: none"> Whitney reported that the Keenan SWACC inspection is scheduled at CHC for 1/24/14. Mike reported the faculty office inspections have been completed. Issues of seismic bracing and clutter were the primary issues. The findings will 	<p>Whitney to send an announcement on the upcoming SWACC inspection to CHC.</p>

	<p>be published and resolution provided through the appropriate deans.</p> <ul style="list-style-type: none"> • HMI Report: 	
<p>Safety Plan Review and Approvals:</p> <ul style="list-style-type: none"> • Safety Plan Schedule 		
<p>Old Business:</p> <ul style="list-style-type: none"> • OE1 EMS – SOP’s status • OE1 Pharmaceutical Donations – safe storage and delivery • EMS Facilitators – properly trained? • Status of Keenan SDS Database Update 		
<p>New Business:</p> <ul style="list-style-type: none"> • ICS 	<p>Whitney reported that an updated ICS org. chart is included in the District Emergency Operations Plan.</p>	<p>Admin Services will review the ICS org chart and identify those who need ICS 300 training and send notification of the upcoming training.</p>
<p>Adjournment</p>	<p>Next Meeting scheduled February, 10, 2014 at 1:00pm</p>	
<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>