

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

Date: November 10, 2014

<p><u>Members (*Absent):</u> *Rosemarie Hansen Mike Strong Dan Sullivan (Public Safety Faculty) Hanna Sandy (HWC Coordinator) (DSPS) *(Fine Arts Faculty or Staff) Jonathan Grau (Student) *Larry Cook (Facilities Management)</p>	<p>*Karla Trujillo (Human Resources) June Yamamoto (Management) *Pierre Galvez (District Police) Natasha Stratton (Citadel) *Whitney Fields (District EH&S Admin) Lisa Shimeld (Faculty) Ginger Sutphin (Classified) Steven Ramirez (Faculty)</p>
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TOPIC	DISCUSSION	FURTHER ACTION
Approval of minutes from 10/13/14	Approved by consensus.	
EMS Lab Tech Job Description (Rose)	No discussion, carried to next meeting.	
Safety Issue Log <ul style="list-style-type: none"> EMS Pharm Donations update 	Working through approvals with District.	
<p>Reports:</p> <ul style="list-style-type: none"> M&O Safety (Training & Projects) District Police Report (Police): EH&S: <ul style="list-style-type: none"> Summary of WC report HR HWC – Student Injury Report 	<ul style="list-style-type: none"> No reports from M&O, Police, EH&S, or HR. Hanna stated there are no injuries to report from HWC. Natasha stated that Citadel participated in the Wellness Fair held at SBVC last week. Also, she has the impression there will be a Wellness fair at CHC in February. Verify with HR. 	
<p>Safety Training and Events:</p> <ul style="list-style-type: none"> Report: Great Shakeout October 16, 2014 at 10:16am 	<ul style="list-style-type: none"> Mike reviewed the after action report from the Shakeout. Committee members stated that some faculty (mostly PT) were disrespectful to the captains. Also it was reported that couple of captains did not know how to use the megaphones. Some megaphones were not loud enough. Mike stated that the building captain training was not well attended. The lack of training to the building captains was evident to some of the groups. June suggested that possibly the training be provided online or via conference. Better communication needed to the captains and the secondary captains. In addition, it was suggested that people go to a 	Mike to discuss delay in BBConnect/mass notification with TESS and report.

	<p>resource online for emergency prep and links to videos. Also a link could be added to the online calendar for the drills. Mike also reported that there was a delay of approximately 37 minutes for Blackboard to contact all of the recipients. Mike to discuss delay with TESS and report.</p>	
<p>Safety Inspection Report</p> <ul style="list-style-type: none"> • Keenan Security Inspection • Status of self-inspections 	<ul style="list-style-type: none"> • Mike reported that we expect to receive the security report from Keenan within the next month or so. • Citadel will be performing some inspections for eyewash and safety showers Nov. 19th. 	
<p>Safety Plan Review and Approvals:</p> <ul style="list-style-type: none"> • Safety Plan Schedule/Consolidation of Plans 	<ul style="list-style-type: none"> • HazComm is currently with CHC for review. • PureSafety (Safety Training Database): Natasha is looking to obtain photos of site specific items at CHC for the training database. The intent of PureSafety is to development a database that will be a one-source for all safety training, training record database, with site-specific information/photos. The videos will be somewhat like powerpoint, but much more interactive. It will have upload capability and assignments can be made so that all assigned staff can access the training. The database will be customized for the SBCCD. In addition, it is intended to implement the system as also an incident management system, which will allow safety reporting to occur. This will allow supervisors and employees to create incident reports online. 	
<p>New Business:</p>	<ul style="list-style-type: none"> • Hannah went to a college summit on Ebola where it was suggested that every campus have a designated Isolation room. The isolation should have bathroom facilities; glass door for external observation. They also emphasized that the chance of Ebola coming to the campus is very rare. June suggested grants be investigated for potential funding. Another suggestion from the seminar is that 	<ul style="list-style-type: none"> • Mike to ask officers to police the crosswalks for a while. • Announcement to faculty, staff, students that they should stop for pedestrians.

	<p>someone from the campus be assigned to track foreign travel. This would almost be impossible to track. The point of this discussion is to improve awareness and to be prepared in the event of an outbreak or disaster.</p> <ul style="list-style-type: none"> • Dan asked whether or not the campus has an enclosable tent that perhaps could be used as an isolation tent if need be. • Ginger brought up issue of Parking Lot N with an employee that fell. Employee didn't know who to go to when their supervisor was out. Part of IIPP training should include. • Crosswalks – Lisa stated that people fly right through the crosswalk even when standing ready to walk and hitting the button. Mike to ask officers to police this for a while. Perhaps also send out an notice to faculty, staff, students to create heightened awareness. • Gravel walkway into parking Lot H is too steep. Install a couple of steps to make it safer. • Mike reported there was a student hit by a construction vehicle leaving the Science Building area. The student was treated on scene with only minor injuries and declined medical transport. The remedy proposed is to shift the center line towards the north and install delineators with a striped walkway along the curb on the south side of the road. The safety committee thought this is likely the best solution considering the circumstances. 	
Adjournment	Next Meeting scheduled December 8, 2014 at 1:00pm	
<p>Mission Statement The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p>	<p>Vision Statement Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting.</p>	<p>Institutional Values Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>