

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

Date: May 11, 2015

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| <p><u>Members (Absent*):</u> Rosemarie Hansen Mike Strong Dan Sullivan (Public Safety Faculty) *Dr. 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) Rebecca Pompa (taking notes)</p> |
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| TOPIC | DISCUSSION | FURTHER ACTION |
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| Approval of minutes from 5/11/15 | Approved | |
| Safety Issue Log • | No discussion | |
| <p>Reports:</p> <ul style="list-style-type: none"> • M&O Safety (Training & Projects) • District Police Report (Police): • EH&S: Summary of WC report • HR • HWC – Student Injury Report | <p>Rose reported on the debrief with the building captains following the evacuation of the campus for the brush fire. Traffic became an issue because the east entrance was closed and the west entrance traffic lights could not be manually controlled. Also, there needs to be some traffic control in the parking lots as well, but the key is keeping the traffic moving out the west entrance. The problem was further exacerbated because traffic was backed up all the way from Yucaipa Blvd to the west entrance. It took an hour to move everyone off campus. Also there is no number to call for individuals trying to call and get information on an emergency happening on campus. A suggestion was made to train some classified and/or faculty personnel to help with traffic in the parking lots.</p> <p>Evacuation Drill on April 15th – Drill went smoothly. A suggestion was made to improve communication by including the site evacuation map on the campus-wide notification email. Some individuals that teach at SBVC received both CHC’s and SBVC’s notices. This caused some to evacuate early.</p> | |
| Safety Training and Events: | Active Shooter Training – It was requested to have training in the Fall—just not the same time as the shakeout. | |

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| <ul style="list-style-type: none"> • Debrief - April Emergency prep drill: Weds, April 15th at 7:10pm • Fall Emergency Prep Drill: CERT Exercise and evacuation? Active shooter exercise? | | |
| <p>Safety Inspection Report (Citadel)</p> <ul style="list-style-type: none"> • | <p>Citadel has been requested to perform a job hazard assessment with Chemistry, Biology, and Bookstore once we move into the new buildings.</p> | |
| <p>Safety Plan Review and Approvals:</p> <ul style="list-style-type: none"> • Safety Plan Schedule/Consolidation of Plans | <p>Whitney will be working with the VPAS to finalize safety programs in the queue.</p> <ol style="list-style-type: none"> 1. Status as of 2/20/15: 2. IIPP – Still need Scott’s approval for draft/Mike submitted changes-revisions. 3. Hazardous Communications – Mike and Scott need to review, submit changes and approve. 4. Blood borne Pathogens – Mike and Scott need to review, submit changes and approve. 5. Heat Illness – Draft to WF by 2/20/15 6. Chemical Hygiene – Draft to WF by 3/6/15 7. Lock-out/Tag-out – Draft to WF by 3/20/15 8. Hearing Conservation – Draft to WF by 4/3/15 9. Respiratory Protection – Draft to WF by 4/17/15 10. Fire Life and Safety (Adding a section on candles, open flames and scented plug-ins in an office environment) – Draft to WF by 5/1/15 11. Confined Space – Draft to WF by 5/15/15 12. Communicable Disease – Draft to WF by 5/29/15 | |
| <p>Smoking areas- Revise</p> | <p>A new map will be created with the new buildings and discussed around November after the construction fences come down. It is requested that we look into purchasing new butt cans.</p> | |
| <p>Committee Surveys</p> | <p>Surveys were distributed and completed.</p> | |
| <p>New Business:</p> <ul style="list-style-type: none"> • | <p>District Safety Website is up. All trainings have been uploaded. Training history will be uploaded as well. All full-time employees will be able to use website. Part-time employees</p> | |

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| | will use Kennan Safe Colleges website for now. | |
| Adjournment | Next Meeting scheduled September 14, 2015 at 1:00pm | |
| <p style="text-align: center;">Mission Statement</p> <p>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 style="text-align: center;">Vision Statement</p> <p>Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, all supportive community, and a beautiful collegiate setting.</p> | <p style="text-align: center;">Institutional Values</p> <p>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p> |