

**Crafton Hills College
Safety Committee
Agenda**

Date: Oct. 8, 2018

Location: CCR 247

<p><u>Members (Absent*):</u> Rosemarie Hansen (Co-chair) Mike Strong (Co-chair) Mike Alder (Faculty) Dr. Hanna Sandy (HWC Coordinator) Bill Miller (DSPS/Management) (Student) Paul Walker (Emergency Management)</p>		<p>Vacant (Human Resources) Al Jackson (District Police) Farhad Mansourian (Faculty) Ruth Greyraven (Faculty) David Aten (Classified Rep) Larry Cook (Facilities Management) Michael Nguyen (District EH & S)</p>
TOPIC	DISCUSSION	FURTHER ACTION
Approval of minutes from 5/14/18		
Review Charge and Membership		No Changes
Accreditation Standards applicable to the Safety Committee	<p>Review the Standard, Standard III: Resources. Goals (need to align with standard) Revise emerg ops plan and provide options. (EOP) Aligns with III. b1 Table top exercise in discussion. Wildfire or Active Shooter. Two evac drills ongoing. Training for building captains 2 a year. Align OSHA training Messaging for regroup, update and maintain. Refresh and expand supplies. Safety trainings. CPR class for Flex Active Shooter trainings CERT training</p>	<p>Self-study is coming next year. List goals for review Show how our goals align with the accreditation standards.</p>
<p>Reports:</p> <ul style="list-style-type: none"> M&O Safety Projects (Larry) District Police Report (Police): EH&S (Michael): <ul style="list-style-type: none"> Review of injuries from WC summary report Recommendations to management HWC – Student Injury Report (Hannah) 	<p>M&O Elevators inspected last week. HVAC filter service done, and again in January. Fume hoods after finals. Fire alarm March Boilers serviced this month. Calling for doors that are locked. How are locked doors being handled. Weekends the primary responders are the police. EH&S: No accident trends noted. The majority are fall/strain/cumulative (more than one body part)?? Michael will get</p>	<p>Communicate the policies and procedures for opening buildings and rooms to the campus when doors are locked.</p> <p>EH&S:</p>

	<p>clarification. The mysterious “other” category to be fleshed out for the purposes of this committee. Minimize high payouts for strain or struck. Michael is the point for all things ergonomic. Monthly safety trainings are ongoing. Lock out/ heat illness. Continuing the in-person trainings at the M&O’s. Looking into tracking software for safety training compliance. Send people to Michael.</p> <p>Repository for Safety meeting?? minutes/agendas to be posted.</p> <p>Hannah: No student injuries reported.</p>	
<p>Safety Inspections:</p> <ul style="list-style-type: none"> • 	<p>Medical Waste inspection. Negligent for the Medical Waste Plan.</p>	
<p>Safety Plans & Training:</p> <ul style="list-style-type: none"> • 		<p>Focusing on updating H&S Plans. Citadel etc.</p>
<p>Emergency Prep:</p> <ul style="list-style-type: none"> • Building Captain Training • Fall Shake Out – 10/18/18 @ 10:18am <ul style="list-style-type: none"> • Table top • Drop, Cover, Hold On • Regroup Message • Emergency Ops Plan • Review Evacuation sites • Review Building Captains 	<p>Drop, cover, and hold on. Provide resources to faculty to Drop, Cover, Hold on in their classes.</p> <p>Talking points given in Captain trainings.</p> <p>Regroup will be reviewed in after-action. Fire alarms will signal evac and release. Building captains (when alarms stop) will release people and report to the quad for debrief. Michael will be here.</p> <p>Emergency Ops Plan: On the front burner at district. Lock down is foremost a concern for Paul.</p>	
<p>Safety Concerns:</p>		
<p>New Business:</p> <ul style="list-style-type: none"> ➤ 		
<p>Non-Discussion Items</p>	<p>Goals 2018-19:</p> <ul style="list-style-type: none"> • Revise the Emergency Operations Plan and familiarize the committee; then identify specific action items. 	

	<ul style="list-style-type: none"> • Tabletop scenario with wildfire or earthquake with committee and building captains in April. • Hold 2 evacuation drills—Shakeout in October and an evening drill in April • Organize and schedule training for the building captains in October. • Obtain and review quarterly reports by District HR on status of CHC mandatory OSHA trainings. • Improve mass notification – Timeliness of text messaging and identify clear responsibilities. 	
Adjournment	Next Meeting scheduled December 10 th at 1:00pm; CCR 247 (no Nov. meeting-Vet’s Day)	
<p>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>Vision Statement</p> <p>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</p> <p>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>