

**Crafton Hills College
Safety Committee
Minutes**

Date: April 8, 2019

Location: CCR 247

<p><u>Members (Absent*):</u> Rosemarie Hansen (Co-chair) Mike Strong (Co-chair) Mike Alder (Faculty) Dr. Hanna Sandy (HWC Coordinator) (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)* Byron Issac (District HR)*</p>
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TOPIC	DISCUSSION	FURTHER ACTION
Approval of minutes from 2/11/19	Approved as written	
<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>Larry: Elevators all permitted. Completed in April. Fire system Inspections executed in March (Spring break). All aspects operational. HVAC filter services to be executed within April. Exterior Lighting inspection to be executed on Tuesday April 9. Access Control system – Software updated in March. Standardized video software across SBCCD. Fire Mitigation with Cal Fire – Executed last 2 weeks. East Campus Drive Resurfacing April 13.</p> <p>Police report: Library- verbal threat. Investigated and determined to be a non-credible threat situation. Working with SBCCD Police on protocols for notification of issues campus-wide.</p> <p>Hannah Sandy: Medical Waste disposal at H&W has been sorted out except for transporting the hazardous waste.</p>	
<p>Safety Inspections:</p> <ul style="list-style-type: none"> • 	M&O training schedule? Michael Nguyen and Larry are working on an ongoing schedule.	Michael Nugyen will send dates for training.
<p>Safety Plans & Training:</p> <ul style="list-style-type: none"> • M&O Training Schedule • Safety Plan Review Schedule 	Working on Chem Hygiene plan, seeking input for any changes. We need input about where the spill kits are on campus.	
Emergency Prep:	Evening evac, the 23rd. Evening captains are custodians, we don't have enough people to cover all emergency evac sites.	

<ul style="list-style-type: none"> • Fall Shake Out – Drop, Cover, Hold On; Table top for wild fire or active shooter • Emergency Ops Plan (Paul) • CERT? 	<p>Drop, cover, hold-on for Fall: Flex days perhaps, or no evac and do drop, cover, and hold-on. Larry: Flex day training should be for active shooter and/or emergency evac training.</p> <p>Mike: Active shooter table-top. Perhaps with a supporting agency. Expose staff/faculty to more training. For fall maybe we should have input into the exercise, first few minutes, first few hours, days, how/what/when to communicate with campus and train captains and make it the shake out.</p> <p>Lock issues for EMS. Larry is mitigating and discussing access control system.</p> <p>Cert training: Emergency Manager from Yucaipa and Mike are working on training for campus.</p>	
<p>Safety Concerns:</p>	<p>Old Items: Pathway from Lot G to NRTH?</p>	
<p>New Business:</p>		
<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. • 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. 	
<p>Adjournment</p>	<p>Next Meeting scheduled May 13th, at 1:00pm; CCR 247</p>	
<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</p>

		advancement of each individual.