



District–Wide Safety Committee Meeting Minutes

March 18, 2011 at 2:00pm
PDC 104

ATTENDEES

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| Sarah Miller/CSEA/Co-Chair | Fernando Martinez/SBVC/Admin Services |
| Charlie Ng/CHC/Co-Chair | Pat McCurry/District/Police |
| Colleen Leon/District/CSEA/DCS | Steve Sutorus/District/Business Services |
| Benjamin Gamboa/CSEA/District | Rosalind Lee/District/Police-Recorder |
| Austin Rhodes/CHC/Student Representative | Suzanne Thornbridge/Keenan |

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1. Sign In
 2. Approval of minutes

DISCUSSION ITEMS

1. Safety Committee Training Video showed by Charlie Ng
 - a. Ben noted this process should be for the site committees. This committee should be identifying regulations and compliance.
 - b. Fernando referenced IIPP. He suggested that we sent some timelines for plans.
 - c. Charlie distributed Benefits and Activities of Safety Committees material for review and discussion.
 - d. Charlie suggested that we develop effective plans.
2. On-line anonymous safety reporting is available but the information needs to be disseminated.
3. Sarah noted the need to reach out to students for their awareness and participation.
4. May 14, 2010 meeting minutes were presented for review.
5. Budget for Safety Community is with each site.
6. Chief provided an update on the smoking regulation, per the District Attorney there is not enforcement code and the City Attorney is not interested in helping us. The littering regulation was presented to the Chancellor as an option and his decision is pending.
7. Chief provided an update on Hazard Mitigation Plan. Plan is in Sacramento and will be back in June. The plan will then go the board for adoption and then back to Sacramento for final approval.
8. Per Chief the Emergency Operations Plan is pending.
9. Chief suggested we get cameras for safety.
10. Suzanne presented the Districts injury stats.

ACTION ITEMS

1. Sarah would like a things-to-do list for our next meeting.
 - a. Rosalind will forward the May 14, 2010 meeting minutes to all staff members for reference.
 - b. Committee to review the safety committee activities and be prepared to discuss.
 - c. Polish and revise the May 14, 2011 priority list.
 - d. Sarah will forward anonymous safety reporting information and will conduct testing.
 - e. Amalia can add the anonymous safety reporting process into the next HR News Letter.
2. Fernando will confirm the frequency of SBVC Safety meetings.
3. Suzanne will forward the electronic version of the 2010/2011 Loss Control Report along with 1st quarter and provide 3rd quarter information.

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4. Rosalind will forward the Keenan Injury Report to Sarah Miller and Mike Strong.

Next Meeting: Friday, April 15, 2011 @ 2pm in the District Board Room

Meeting Adjourned: 4:00pm

Meeting minutes prepared by: R. Lee