



Districtwide Safety Committee

Minutes

February 15, 2012

1:30 pm, PDC 102

- ❖ Introductions; no minutes for approval from December 14, 2012. No meeting was held in January.
- ❖ Updates (including progress of site/district safety plans)
 - EH&S Administrator (Fields)
 - Safety Training – Online Streaming Working with DETS (Formaldehyde, Active Shooter & Fire Prevention) – Upcoming Training Topics
 - Lock Down CHC April 11 & 26
 - Lock Down District March 27
 - Summer : in the works for an active shooter drill
 - District wide Safety Committee (Ng, absent; Hansen spoke)
 - Operations Plan for DWSC needs to occur
 - ◆ In line with the CalOSHA IIPP guidelines
 - ◆ Need to encourage feedback from employees about safety issues and how and where to report them
 - Need for transparency of safety concerns
 - EH&S newsletter contains link to Hazard Reporting form
 - ◆ Possible to get time at “In Service Day” for short presentation
 - Mike Strong to take Information to Presidents Cabinet for short presentation basic information on Hazard Reporting
 - ◆ Better inform students where to report safety issues
 - SBVC Safety Committee (Stark, absent; Fields spoke for Valley)
 - Annual review of Chem Hyg. and Haz Materials
 - Will be having Zombies and Evacuations in April
 - CHC Safety Committee (Hansen, Strong)
 - April 17 Evacuation at 10:10am and at 7:10pm in conjunction with the Zombie Apocalypse
 - Informacast and Blackboard
 - Will be preceded with Building Capt. training disbursement of 21 emergency kits to building Capt.
 - CPR was offered at CHC
 - Plans are management responsibility for review
 - ◆ will be reviewed by parties covered under specific plan, managers and subordinates
 - ◆ Haz Com done, BBP needs to be created, Respiratory in need of review, Lock Out in need of review, Hearing Conservation and Spill Control to be worked on
 - District Offices/Annex Safety Committee (Leon, absent; Fields spoke for Annex)
 - Annex is relocating due to the continuing roof issues
 - Will have evacuation and Blackboard Connect test
 - Human Resources (Perez, absent)
 - Bullying Program

- ◆ There is a DRAFT of the Mutual Respect Policy 3435 no Procedures yet (see last page for Policy 3435)
 - ◆ Set to go through Collegial Consult process
 - ◆ No procedure as of yet
- ❖ Subcommittee Reports:
- Evaluating Safety Program Effectiveness (Ng, absent; Fields spoke)
 - Surveys after trainings being implemented
 - Developing & Communicating Safety Policy & Procedures (Ng)
 - Site list of Plans/Programs, what stage of Development (Strong, Stark, Fields)
 - Plans are part of Management duties as outlined in IIPP
 - Conducting Safety Promotions (Hansen, Stark)
 - Zombies and evacuations
 - Flyers are being ordered for the Apocalypse
- ❖ Analyze:
- Accidents, OSHA Log, & Other Accident Records (Perez)
 - See attached Keenan reports
 - First Aid Reports
 - No first aid reports
 - Review Safety Hazard Reports & Safety Suggestions (Stark, Strong, Ng)
 - Generate Safety Improvements, Suggestions and Ideas (DSC)
 - Other Safety Reports/Information (DSC)

Next meeting March 8, 2013

Mutual Respect Policy

It is the policy of the San Bernardino Community College District to foster an environment that promotes student learning and employee performance, and a climate of mutual respect, integrity and professional conduct among faculty, staff, students, and members of the Board of Trustees of the District.

As members of the San Bernardino Community College District, we are expected to treat everyone with mutual respect. Harassment by any student, employee, or Trustee, of any other student, employee, or Trustee for whatever motive is harmful to the environment desired by the District and therefore will not be tolerated by the District. This policy covers faculty, staff, managers, supervisors, students, and members of the Board of Trustees. Visitors, vendors and the general public are expected to comply with the provisions of this policy when on District property.

Any persistent and unwelcome behaviors such as unwarranted criticism, nit-picking, fault-finding, exclusion, isolation, being singled out and treated differently, being shouted at, humiliated, ridiculed, or the micro-management of any student, employee, or Trustee, of any other student, employee, or Trustee will not be tolerated. Non-compliance and violation of this policy may be subject to discipline up to and including termination or dismissal. The District will not tolerate persistent and unwelcome behaviors in the workplace and will make every reasonable effort to prevent and eliminate conduct which falls within the scope of this policy.