



# Districtwide Safety Committee

## Agenda

November 15, 2013

1:30 pm, PDC 104

Members: Rosemarie Hansen, Chair (CSEA), Ruth Greyraven (CTA), Whitney Fields (EH&S, District), Mike Strong (VP Administrative Services CHC), Scott Stark (VP Administrative Services SBVC), Colleen Leon (Annex Safety Committee), Amalia Perez (HR District), Pierre Galvez (SBCCD Police), Steven Sutorus (District Safety Committee, Business Manager District)

Guest: Susan Trowbridge (Keenan & Associates)

- 1) Approval of Minutes of October 10, 2013
- 2) Updates (including progress of site/district safety plans)
  - a) EH&S Administrator (Fields)
  - b) District wide Safety Committee
  - c) SBVC Safety Committee (Stark)
  - d) CHC Safety Committee (Hansen, Strong)
  - e) District Offices/Annex Safety Committee (Leon)
  - f) Human Resources (Perez)
- 3) Subcommittee Reports: (evaluation of these subcommittees)
  - a) Evaluating Safety Program Effectiveness
  - b) Developing & Communicating Safety Policy & Procedures
  - c) Conducting Safety Promotions (Hansen, Stark)
- 4) Analyze:
  - a) Accidents, OSHA Log, & Other Accident Records (Trowbridge, Keenan & Associates)
    - i) First Aid Reports (Fields)
  - b) Review Safety Hazard Reports & Safety Suggestions (Stark, Strong)
  - c) Generate Safety Improvements, Suggestions and Ideas (DSC)
  - d) Other Safety Reports/Information (DSC)
    - i) Police Beat Newsletter
- 5) Districtwide Safety Committee Goals
- 6) Open Discussion
- 7) Set Agenda for next meeting

Next meeting: December 13, 2013