



# District Wide Safety Committee

**Minutes: Feb 13, 2015**  
1pm DPC 104

<p><b>Members (Present*):</b>          Rosemarie Hansen, Chair (CSEA)*          Ruth Greyraven (CTA)*          Whitney Fields (EH&amp;S)          Mike Strong (VP Administrative Services (CHC))*          Scott Stark (VP Administrative Services (SBVC)          (Karol Pasillas, Administrative Services SBVC)*          Colleen Leon (Annex Safety Committee)</p>	<p>Amalia Perez (Human Resources)          Pierre Galvez (SBCCD Police)          Steven Sutorus (District Safety Committee, Business          Manager)          Jason Oberhelman (Purchasing)  <b>Guest:</b> Natasha Stratton (Citadel Environmental          Services, Inc.)*  <b>Guest:</b> Suzanne Trowbridge (Keenan &amp; Associates)*</p>
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TOPIC	DISCUSSION	FURTHER ACTION
Approval of minutes from 11/14/14	<i>No Minutes were available</i>	<i>Will approve at May 8, 2015 meeting</i>
Reports: <ul style="list-style-type: none"> <li>• San Bernardino Valley College</li> <li>• Crafton Hills College</li> <li>• District</li> <li>• Annex</li> <li>• HR</li> <li>• SBCCD Police</li> <li>• EH &amp; S</li> </ul>	<ul style="list-style-type: none"> <li>• <i>Evening evacuation drill along with CERT drill will be conducted April 15. Meeting regarding the “cat morgue” is next week. Welding and Automotive is closed off to fix issues raised during inspection.</i></li> <li>• <i>CHC-Still working on EMS MOU. Still need required Pharm Donation list. Evening evacuation planned for April 15. Sidewalk repair from Block Grant along with improving decomposed granite “trail” on north side of Campus Drive.</i></li> <li>• <i>District-Absent</i></li> <li>• <i>Annex-Report emailed from Colleen Leon-Rain seeping through exterior wall stress cracks. Landlord sealed cracks. Corrected items cited in Keenan report.</i></li> <li>• <i>HR-Absent</i></li> <li>• <i>SBCCD Police-Absent</i></li> <li>• <i>EH &amp;S-Absent</i></li> </ul>	
Hazardous Materials Inventory	<ul style="list-style-type: none"> <li>• <i>CHC-many of the corrective measures have been completed</i></li> <li>• <i>Information from the HMI is being input to MSDS Online for</i></li> </ul>	<i>Citadel will continue to work on the MSDS Online</i>

	<i>implementation later this semester.</i>	
<p>Goals Overview</p> <ul style="list-style-type: none"> <li>• Safety Survey - Draft</li> <li>• Ergonomics Evaluation – Pamphlet ½ page</li> <li>• Assist District with “See Something, Say Something” Safety Campaign</li> <li>• Assist with Battery Disposal Program</li> </ul>	<ul style="list-style-type: none"> <li>• No updates at this point in time for Safety Survey</li> <li>• Ergonomics Evaluation there is a draft but the web site needs to be updated</li> <li>• “See Something, Say Something”</li> </ul> <ul style="list-style-type: none"> <li>• Valley has 5 gallon bucket for battery collection at M&amp;O</li> <li>• CHC will collect at M&amp;O</li> </ul>	<p>Add page to the flip chart for Hazardous Reporting</p> <p>CHC to send email regarding universal waste and where to send it</p>
<p>Analyze</p> <ul style="list-style-type: none"> <li>• Workers Comp (Keenan)</li> <li>• First Aid (EH &amp; S)</li> </ul>	<ul style="list-style-type: none"> <li>• Review of Workers Comp Report Suzanne Trowbridge-stress claims are up. Need to remind employees about the EAP resources</li> <li>• EH &amp; S Absent</li> </ul>	<p>Ask HR to provide EAP information at the Health Fair and during open enrollment</p>
<b>Special Note</b>	<i>This Committee received the agenda and no minutes the day of the meeting. This meeting was poorly attended. The members that were in attendance arrived sporadically over the course of an hour, hence this meeting over all was more of an informal discussion as opposed to an organized meeting.</i>	<i>Minutes and Agenda should be provided to committee members further in advance to facilitate a more meaningful meeting</i>
Open Forum		
Adjournment	2 pm	
<p><b>Mission Statement Crafton Hills College</b></p> <p><i>The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.</i></p>	<p><b>Mission Statement San Bernardino Community College District</b></p> <p><i>The mission of the San Bernardino Community College District (SBCCD) is to promote the discovery and application of knowledge, the acquisition of skills, and the development of intellect and character in a manner that prepares students to contribute effectively and ethically as citizens of a rapidly changing and increasingly technological world.</i></p>	<p><b>Mission Statement San Bernardino Community College</b></p> <p><i>San Bernardino Valley College provides quality education and services that support a diverse community of learners.</i></p>