



District Wide Safety Committee

Minutes May 8, 2015

1pm DPC 104

Members (Present *):

Rosemarie Hansen, Chair (CSEA)*
 Ruth Greraven (CTA)*
 Whitney Fields (EH&S)*
 Mike Strong (VP Administrative Services (CHC))*
 Scott Stark (VP Administrative Services (SBVC))
 Colleen Leon (Annex Safety Committee)*

Amalia Perez (Human Resources)
 Pierre Galvez (SBCCD Police)
 Steven Sutorus (District Safety Committee, Business Manager)
 Jason Oberhelman (Purchasing)*
Guest: Natasha Stratton (Citadel Environmental Services, Inc.)*
Guest: Suzanne Trowbridge (Keenan & Associates)

Also Present:

Cory Elmore (HR)
 Julia Sanchez (HR)
 Chris Hylton (M&O Supervisor Valley)

TOPIC	DISCUSSION	FURTHER ACTION
Approval of minutes from 2/13/15	Approved	
Reports: <ul style="list-style-type: none"> San Bernardino Valley College Crafton Hills College District HR SBCCD Police EH & S 	<p>Valley -HLS Building is over the PEL for Formaldehyde. Looking to put “snorkels” in the student use labs. Citadel has been doing the testing. CUPA inspection was this past week. Crafton – EMS MOU is now reflective of the Donation List. Tree trimming on North side of Campus Drive along with the new “trail” to improve access out of the street. District/Annex – Leaks mentioned last meeting have been repaired with sealant paint. Experienced a strange odor that is now gone and has not recurred. HR – New Vice Chancellor Dr. Lisa Norman SBCCD Police – Absent EH&S – Citadel online safety training database should be up by summer – for FT only – have possession of historical training data – incident management system is built in for injury, near miss, to be done by HR, EH&S and M&O management – Keenan for adjuncts and 19 hr. employees – (M)SDS online will be up</p>	<p>In the Fall check the MOU’s for EMS</p>

<p>Evening Evacuation (April 15) After Action:</p> <ul style="list-style-type: none"> • San Bernardino Valley College • Crafton Hills College 	<p>District offices do not participate in an evening evacuation</p> <p>Valley – Bob Jenkins was in charge – the night custodial staff performed well, there is enough coverage</p> <p>Crafton – Custodial staff is short to have staff at all evacuation sites – need to address checking elevators – BB and InformaCast worked well</p> <p>Crafton Hills Fire Evacuation – challenges getting people off of campus – too much happened at once in actual event – fire was in 2 separate areas so was deliberate – CalFire said you can't over react in a fire but it would have been ok to not immediately evacuate -</p>	<p>Protocol for elevators</p> <p>Need to delegate duties – need to construct a phone tree for group messages to those that are buildings captains to either dismiss or call to action – work with police (campus and city) to mitigate the traffic problem</p>
<p>Great Shake Out 2015 (10/15/15)</p> <ul style="list-style-type: none"> • San Bernardino Valley College • Crafton Hills College • District • Annex 	<p>General coconscious is to send reminder to faculty now</p> <p>Valley- No discussion as yet</p> <p>Crafton- CERT Training refresher incorporated into drill or Active Shooter</p> <p>District – Can do a CERT Refresher with mannequins</p> <p>Annex – will discuss in the Fall</p>	<p>Reminder to faculty every May for Fall Great Shake Out date and time</p>
<p>Updates</p> <ul style="list-style-type: none"> • Safety Survey • Ergonomics Pamphlet • Battery Disposal Program 	<p>Survey – trip assessment at CHC and Valley – continue with ladder tags, eye wash/showers, fire extinguishers in between SWAC inspections</p> <p>Ergonomics – Many evaluations preformed at Valley fewer at CHC – all bookstore employees at both campuses asked for evaluations after training – need to have a stockpile of some needed items to alleviate wait for chairs etc.</p> <p>Battery – nothing happened</p>	<p>Continue promoting evaluations and trainings</p> <p>Need to promote this on campuses</p>
<p>Analyze</p> <ul style="list-style-type: none"> • Workers Comp (Keenan) • First Aid (EH & S) 	<p>Comp – absent</p> <p>First Aid – See Report</p>	
<p>Open Forum</p>	<p>Cory Elmore HR Benefits Specialist will be making site visits to CHC and Valley – locate a clinic closer to CHC</p>	<p>Dates form Cory for visits</p>
<p>Adjournment</p>	<p>Next Meeting scheduled September 11, 2015 at 1:00pm PDC 104</p>	

<p>Mission Statement Crafton Hills College</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>Mission Statement San Bernardino Community College District</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>Mission Statement San Bernardino Community College</p> <p><i>San Bernardino Valley College provides quality education and services that support a diverse community of learners.</i></p>
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