

# District Wide Safety Committee Minutes

Date: February 22, 2019

Time: 1:30 pm

Location: CYN 238

**Members: (\* - attended)**

Rosemarie Hansen (CSEA)\* Chair  
 Michael Nguyen (EH&S)\* Secretary  
 Mike Alder (Senate CHC)  
 Ruth Greyraven (SBCCDTA)  
 Cassandra Thomas (CSEA)\*  
 Mike Strong (VP Administrative Services CHC)  
 Larry Cook (Director Facilities CHC)\*  
 Scott Stark (VP Administrative Services SBVC)  
 Robert Jenkins (Director Facilities SBVC)  
 Tiffany Aguilar (Human Resources)

Al Jackson (SBCCD Police)  
 Ailsa Aguilar-Kitibutr (Senate Valley)  
 Earline Glover (SBVC)  
 Paul Walker (Emergency Manager, Police)  
 Rosita Moncada\*/Phyllis Mitchell (TESS)  
 (District Offices)  
 Hussain Agah (Director, Facilities Planning)  
 Chris Hylton (Supervisor, M&O SBVC)  
 Dave Stevenson (CHC)\*

**Charge:**

The goal of the District Wide Safety Committee is to assist the San Bernardino Community College District to reduce workplace injuries and illnesses by involving employees in achieving a safe workplace through ensuring that SBCCD safety plans are reviewed, compliant with existing statutes, current, and able to be implemented by the various sites.

- Reviews selected safety plans and make recommendation for changes to plans based off of the current Cal/OSHA statutes.
- Reviews all safety-related incidents, injuries, accidents, illnesses, including near misses (decline treatments), and deaths; makes suggestions to management for prevention of these accidents.
- Acts as a forum for best practices regarding safety to be shared within the District.
- The committee shall meet at least quarterly.

TOPIC	DISCUSSION	FURTHER ACTION
Approval of Minutes: February 22, 2019	Approved by consensus.	

<p>Reports:</p> <p>Plans for April Evening Drills:</p> <p>Valley –</p> <p>Crafton Hills –</p> <p>TESS –</p> <p>District –</p>	<p>Michael and Larry shared the dates of the spring drills:</p> <p>Valley – April 16 evening</p> <p>Crafton Hills – April 23 evening</p> <p>District Sites (DO, PDC, ATTC, Airport, Annex/TESS) – April 30 @ 9:30am</p>	<p>District’s Drill Coordinators to check with Jeremy Sims/TESS to ensure that Informacast “bugs” are fixed ahead of drill.</p>
<p>Action:</p> <p>Heat Illness Prevention Plan – quick review</p> <p>Current list of Safety Plans/Programs</p>	<p>Per Rosemarie – CA’s Title 8 reference temperature has changed (in the appendix) but is not referenced anywhere else in the plan.</p> <p>Keenan did live trainings pertaining to HIPP – do they still have training records?</p> <p>Does the heat illness standard apply to firefighters (CHC Fire Program) as well as those working in ceramics and glassblowing?</p>	<p>Michael and campus VPAS’s will review HIPP for temperature continuity.</p> <p>Michael will check to see if Keenan still has these records.</p> <p>Michael will check the heat illness standard for clarification.</p>

<p>Standing Items:</p> <p>Trainings: Schedule/Matrix</p> <ul style="list-style-type: none"> <li>Send it out for review?</li> </ul> <p>Keenan SafeColleges update</p> <p>JHA:</p>	<p>Are folks being trained on Evac-Chair use?</p> <p>Are Evac-Chairs being inspected on a regular basis?</p> <p>Michael's Goal: KSC will be implemented with required and relevant safety courses assigned to job titles, by summer 2019.</p> <p>No JHA can be found for the Theater Tech position.</p>	<p>Michael will follow up with VPAS's and Paul Walker on this.</p> <p>Michael will look into this and have a JHA done for Theater Arts if necessary.</p>
<p>Accident reports:</p> <ol style="list-style-type: none"> <li>I. Workers Compensation - Keenan</li> <li>II. Decline Treatments – HR/S&amp;RM</li> </ol>	<p>Keenan representative was not asked to come to this meeting. Rep will return for the May 2019 DWSC meeting.</p> <p>Suggested Keenan provide a bar graph of injury claims over last 3 years, as was done in previous years' safety committees.</p> <p>Michael provided a short list of recent work-related accidents/injury claims for review.</p>	<p>Michael will reach out to Keenan rep to see if this can be prepared for the May 2019 report.</p>
<p>Public Comment/Public Reports of Safety Issues (10 minutes per speaker)</p>	<p>Suggested fire extinguisher training for M&amp;O (Maintenance and Custodial) staff who are signing off of monthly inspections.</p> <p>IIPP -</p>	<p>Michael will follow up with Facilities Directors to coordinate fire extinguisher training.</p> <p>Need to check for regulatory updates pertaining to the IIPP.</p>
<p>Announcements:</p>	<p>Michael: Dr. Clyde Blackwelder (UCR Ergonomist) will return to SBVC and CHC for Flex Day on April 9. Topic is the same as before – Smart Body Management.</p>	<p>E-mail Michael if you want a copy of the seminar handout, which includes stretches you can do during your ergo "micro-breaks."</p>

Adjourn: Next Meeting May 17, 2019

Location: Crafton – CYN 238

Mission Statement Crafton Hills  
College:

The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.

Mission Statement San Bernardino Community  
College District:

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.

Mission Statement San  
Bernardino Valley  
College:

San Bernardino Valley College provides quality education and services that support a diverse community of learners.