



DISTRICT SAFETY AND HEALTH COMMITTEE (DSHC) MINUTES

Thursday, September 20, 2018
EH&S Training Room - 1808 Albany Drive
10:30 am – 12:00 pm

Committee Members: Robert Brownlee, Dawn Carter, Cindy Chong, Joseph Corcoran, Jason Escher, Shawn Hartshorn, Richard Lehrer, Scott Lorbeer, Robin McHale, Jill Mead, Susan Quinn, Gary Watts

Emergency Management Attendees: Josh Adams, Hector Delgado

Committee Members Absent: Tim Bell, Leslie Crane, Leonard Diggs, Hank Lankford, Kate Jolley, Susan Muskar

Also Attending: Tallulah Kuula, Toni Chase

Quorum: Greater than 50% of membership represented in person or by proxy. (Current = 12)

I. CALL TO ORDER

PROXIES - None

II. HOUSEKEEPING

1. *Introductions – McHale asked the committee to introduce themselves, as there are several new members on the committee.*
2. *Overview of Commitments – Mead asked about what commitments are required of committee members. McHale – There may be some subcommittee involvement, as well as security reviews, and occasional request for volunteers for building inspections.*

III. APPROVAL OF PAST MINUTES: *March 15, 2018 and May 17, 2018. Quorum. Minutes approved.*

IV. OPEN COMMENTS

1. *Richard Lehrer will not be able to attend meetings in the Spring due to teaching on Thursdays. He will also be retiring in the summer of 2019.*
2. *Monica Ohkubo would be a useful committee member because many incident reports come from KAD. She offered to stand in for Spring when Rich is unavailable or assist in finding someone to replace Rich's position if that is necessary.*

V. OLD BUSINESS

FACILITIES UPDATE

- *Cindy Chong – The roofing of Bussman is still happening, the geothermal project at Bailey field is underway, and Burbank is still under construction. The Windsor multipurpose room is completed. The Petaluma project with reclaimed water (Gary) is finished. We are in the process of identifying lighting concerns around campus as the days get darker.*
- *McHale – The Police Department and Capitol Projects is working on a parking status website. The dirt lot across from the EH&S House will be closed on September 28, 2018 to become swing space for the STEM department.*

VI. NEW BUSINESS

[Dawn – I am cleaning up the database for BSC/ASC, and identifying staff. There is a BSC Training on Friday, 09/21/18 from 9-11 AM on the Santa Rosa Campus. We have put together a basic binder for each BSC. From now on the BEAP will be updated annually, which will fall as a responsibility of the BSC with support from EH&S Emergency Management Specialist.

Robin – We will be updating the BSC training to include things such as fire extinguisher training and stair chair training.]

VII. REPORTS

EMERGENCY MANAGEMENT

- *Dawn – There will be an all-sections BSC training on November 13th.*
- *Monica – Airnow is not an accurate air quality tester for Santa Rosa. Maybe we can look into Purple Air, which is only about \$200. The closest Purple Air sensor to us is in Oakmont. There are issues with the air quality for athletics.*

FACILITY INSPECTIONS (INTERNAL AND EXTERNAL)

INCIDENT REPORTS, ACCIDENT/EXPOSURE INVESTIGATIONS (May 2018 Report, June/July 2018 Report, and August 2018 Report)

- *Reviewed the Drain Cleaner incident report: Leak from the ceiling in an Analy Hall room.*

SAFETY REPORTS

- *Someone suggested that we produce department newsletters. There could be a section on the bottom called “Safety Awareness Tips of the Week.” They could have public service announcements, which would put the faculty at ease. This is a long standing idea but could be difficult to maintain consistently with heavy staff workloads All agreed..*
- *Joe Corcoran – I want every department on campus to have radios. McHale and Brownlee – That is way too expensive and we have explored several options, but none of them are viable with current funds. Corcoran – Offered to do the footwork on this issue. An “unofficial subcommittee” was suggested. Josh Adams and Dawn Carter would volunteer to assist Joe..*

ENVIRONMENTAL HEALTH AND SAFETY DEPARTMENT

1. *GENERAL UPDATE – No report.*
2. *HAZARDOUS MATERIALS/HAZARDOUS WASTE – No report.*
3. *TRAININGS – There is a BSC/ASC Training on Friday September 21st from 9-11 AM on the Santa Rosa Campus. There will be an all-sections BSC Training on November 13th.*

VIII. ANNOUNCEMENTS

IX. NEXT AGENDA

X. ADJOURNMENT – 12:15 PM