



DISTRICT SAFETY AND HEALTH COMMITTEE (DSHC)

MINUTES

Thursday, November 16th, 2017
Doyle Library, Room 4245
10:30 am – 12:00 pm

Committee Members: Tim Bell, Paul Bielen, Leonard Diggs, Douglas Kuula, Richard Lehrer, Scott Lorbeer, Robin McHale, Susan Muskar, Doug Roberts, Robert Brownlee

Committee Members Absent: Javier Rodriguez-Aguilera, Gary Watts, Susan Quinn, Mary Barton, Joseph Corcoran, Lorenzo Dueñas, Jason Escher

Committee Members Excused: Leslie Crane

Also Attending: Juanita Dreiling, Toni Chase

Quorum: Greater than 50% of membership represented in person or by proxy. (Current = 11)

I. CALL TO ORDER

PROXIES – Juanita Dreiling for Susan Quinn, Robert Brownlee for Lorenzo Dueñas

II. HOUSEKEEPING – No report.

III. APPROVAL OF PAST MINUTES: September 17, 2017

[Kuula – Motion to approve the minutes? 9/17/17 minutes approved. Removed motion to approve adding Emergency Management to the District Safety and Health Committee title – this was an error.]

M Bielen, S Bell; 11 (Yes), 0 (No), 0 (Abstention)]

IV. OPEN COMMENTS – [Lehrer – Talking about emergency management line of communication – events last month with the fires. What can we learn from the fires last month? Kuula – Robin and I are working on the After Action report and we will share the report with the committee meeting next month. Kuula – students felt the communication from SRJC was good. We didn’t do a survey with faculty and staff regarding communication during the fires. People are using Nixle for emergency notification. Subscribers to Nixle went from 9,000 to 20,000. Dreiling – there are people who do not have cell phones who are very hard to get a hold of.]

V. OLD BUSINESS

FACILITIES UPDATE

- *[Bielen – January 2 through January 2018 there will be a power outage on campus. A transformer is being replaced.*
- *Kuula – the Baker Roof ventilation issue was a challenge to work through.*
- *McHale/Bielen – Pool chlorinator – ordered a new unit and it was received today. The sensors are being overnighed and should be received tomorrow.]*

V. NEW BUSINESS *[Kuula – Safe Vehicle Use Best Practices: Electric Carts, Full Size Vehicles, and Equipment handout being reviewed by the committee. Kuula has modified (added Forklifts) to the title Safe Vehicle Use Best Practices title of document. Under the Utilizing Inner Campus Pathways, and Roadways section added: Always stop and check both ways when moving from an inner campus pathway onto a street. Stop at blind corners and then proceed cautiously and beep your horn. Kuula met with Matt Markovich to discuss 12-Passenger Van drivers for KAD and they also discussed if KAD could use bussing rather than driving vans - the cost of buses would be \$250,000. Kuula showed the committee an app that was installed on a student’s cell phone. The app recorded the student van driver was going 85+ in a 65 mph - Kuula has talked to the department about this. The District has online training for van drivers but we do not have a hands on driving training. Dreiling – can we form a subcommittee for who’s responsible in areas of van drivers? The committee discussed van driving issues at SRJC. Leonard Diggs mentioned that some places have their own busses and bus drivers. Brownlee talked about the SRJC Police pull notice program. McHale said we can establish the criteria of van drivers training. We could have the van training which is a 4 hour course and have departments pay for the course. Kuula found some van training policies online. We can reach out to people per Dreiling’s suggestion and find out who would be impacted.]*

VI. REPORTS

FACILITY INSPECTIONS (INTERNAL AND EXTERNAL) – *[Kuula - Have not done any facilities inspections in a while. Kuula and McHale still working on how to conduct the inspections.]*

INCIDENT REPORTS, ACCIDENT/EXPOSURE INVESTIGATIONS - [

- *8/29/17 – Student – Between Bertolini and Bookstore – while walking, a bicyclist hit a student injuring her stomach, pelvis, lip and ribs.*
- *8/30/17 – Student – Burdo Culinary Arts Center – Cul 252.3 – Student became unconscious suffering a personal illness. EHS conducted air monitoring and found no indoor air issues.*
- *9/6/17 – Student – Lounibos 2330 – Math 51B – Student put finger into grinder injuring their finger.*
- *9/8/17 – Student – Lounibos 2330 – Mach 770 – Finger hit grinder wheel with grinding tool, injuring left index finger.*
- *9/8/17 – Student – Southwest Center – While walking in parking lot, student’s cane missed sidewalk and student lost balance and fell injuring their head and face. EHS investigated incident.*
- *9/12/17 – Employee – Windsor Warehouse – While working employee bumped into rod and hit his right heel.*
- *9/14/17 – Student – Analy Hall 714 – Art 12 - Wooden model stand slipped and hit student’s right knee. **EHS to investigate incident.***
- *9/20/17 – Employee – Stairs outside Bertolini North – While walking on stairs employee fell down 4 stairs injuring knees and wrists.*
- *9/20/17 – Employee – Bench near Race Building entry – While sitting on bench employee felt the bench move/bench unsecured. Near miss. **Fac Ops to repair bench.***
- *9/20/17 – Students – 1837 Baker Hall – Anatomy 1 – Cadaver smell made students ill/no air. This incident was caused by the cadaver lab ventilation being rerouted back into building – contractors working on roof made this error.*
- *9/21/17 – Student – Pioneer Hall Wheelchair Ramp – While riding down ramp student hit leg on metal bars of ramp – vision. Injuring students right leg below the knee.*

- 9/27/17 – Student – Burdo Culinary Arts Center – Cul 252.3 – Student felt ill – personal illness. EHS conducted air monitoring and found no indoor air issues.
- 9/28/17 – 9/28/17 – Employee – Plover 559 – While working employee cut finger using paper cutter. **EHS to investigate – does the paper cutter have a guard?**

SAFETY REPORTS - *[Kuula – An employee tripped by the bridge walkway near Burbank. Incident was report to Grounds.]*

EMERGENCY MANAGEMENT - *[McHale and Kuula are working on the “After Action” report. Kuula and McHale will share the After Action report with the committee at the next meeting. Pedro Avila, Student Affairs and Robert Ethington set up a tri-age center for students. Faculty were involved with the Emergency Operations Center. The Emergency Action Plan was approved by the Board of Trustees. District Police was out evacuating people during the fire. One of the SRJC Police cars tires melted during the fires. District Police did an outstanding job during the fires.]*

ENVIRONMENTAL HEALTH AND SAFETY DEPARTMENT

1. GENERAL UPDATE - *[Kuula – working on the transition in the office when Doug retires. Shuhaw Indoor air quality reports have been completed.]*
2. HAZARDOUS MATERIALS/HAZARDOUS WASTE - *[Kuula – one more hazardous waste haul by the end of the year. Removing frozen animals from the freezers before January 2018. The transformer change the first week of January 2018 – power on campus will be out in many areas. Chase is working on ergonomics. Furniture standards – working on the kidney shaped sit/stand desks – students are hitting their legs on the leg in the middle of the desk when seeing counselors. Chase has purchased and provided foam protective covers on the legs. We are working on standards for furniture so things like this don't happen.]*
3. TRAININGS - *[No report.]*

VII. ANNOUNCEMENTS - *[No announcements.]*

VIII. NEXT AGENDA

IX. ADJOURNMENT – 11:45 am