



DISTRICT SAFETY AND HEALTH COMMITTEE (DSHC)

MINUTES

Thursday, November 17th, 2016
Doyle Library, Room 4245
10:30 am – 12:00 pm

Committee Members: Tim Bell, Joseph Corcoran, Jason Escher, Douglas Kuula, Richard Lehrer, Scott Lorbeer, Susan Muskar, Kuba Piotrowski, Doug Roberts, Robert Brownlee

Committee Members Absent: Mary Barton, Leonard Diggs, Lorenzo Dueñas, Susan Quinn, Gary Watts, Keith Waxman, Will Stephenson

Committee Members Excused: Paul Bielen

Also Attending: Toni Chase, Juanita Dreiling, Robin McHale

Guests:

I. CALL TO ORDER

PROXIES – Lt. Robert Brownlee proxy for Lorenzo Duenas, Juanita Dreiling proxy for Susan Quinn

II. HOUSEKEEPING

[Kuula – We have an additional student representative, Kuba Piotrowski, and SEIU confirmed the Mary Barton will be the second classified representative.]

III. APPROVAL OF PAST MINUTES: September 15th, 2016

M Lehrer, *S* Bell, (Yes), *U* (No), 0 (Abstention) **Minutes approved.**

IV. OPEN COMMENTS

V. OLD BUSINESS

SAFETY SURVEY *[Kuula – Sent out email asking for volunteers from the DSHC. Also sent some documents to review to the committee. Kuula showed the committee a safety management perception survey from a recent training he attended. We need to think when we develop our survey what do we want to get out of the survey? Per Dreiling, Susan Quinn emailed the student health services survey “Feeling Safety on Campus” to Kuula for review. The student health services survey is done every four years. People tend to feel safer on campus during the daytime rather than the evening. Doug showed the committee the SHS survey results. Juanita Dreiling and Rich Lehrer would like to be on the survey committee.]*

FACILITIES MASTER PLAN – HEALTH AND SAFETY SUB-COMMITTEE UPDATE [Kuula – Documents that I was supposed to email the committee are available on the website under ABOUT SRJC, BOND MEASURE H, Facilities Master Plan & District Standards. This is now a done deal, so:

Motion to remove this item from the agenda?

M Bell, S Muskar, U (Yes), 0 (No), 0 (Abstention)] **Approved to remove from agenda.**

DSHC STRUCTURE [Kuula – Hoping to hear tomorrow (Friday, November 18th, 2016) about the results of the managers’ classification and compensation study. **Then can move forward with addition of Robin McHale and the correction of job titles to the DSHC structure.]**

EXERCISE BALLS AND TREADMILLS [Kuula – Drafted an email to the employee’s manager directing him to have the employee remove the ball and treadmill from campus by December 2nd.]

Motion to remove this item from the agenda?

M Bell, S Brownlee, U (Yes), 0 (No), 0 (Abstention)] **Approved to remove from agenda.**

3D PRINTING [Kuula – Received the air purification cabinet, but it is way too big, but is quiet, and looks like a good/economical solution. EH&S is going to make a proposal that the District move forward with purchasing 11 smaller units and mounting them on racks with wheels so they can be moved out for repair and adjustment.]

Motion to remove this item from the agenda? Approved to remove from agenda.

M Bell, S Muskar, U (Yes), 0 (No), 0 (Abstention)] **Approved to remove from agenda.**

FALL 2016 EVENING SAFETY STROLL [Kuula – EHS is compiling the data and will create the service requests. **Kuula will report the findings of the evening safety stroll at the next meeting.]**

V. NEW BUSINESS

AED UPDATE [Kuula – We have lost faith in our last AED maintenance and inspection vender, so we are going with a new one. Some of the regulations have been repealed so now we only have to check units quarterly, but have to do a function test biannually. EHS staff will do two of the checks and vendor will do biannual checks and tests, plus monitor our program, keep us up to date, etc. **We will need to rewrite our AED Program so expect to see an update soon.]**

VI. REPORTS

FACILITY INSPECTIONS (INTERNAL AND EXTERNAL) - Kuula

- BSI (Building Safety Inspection) reports are in progress for PSTC, Shuhaw Hall and Bech Hall.
- The graphics house building has been demolished.
- Future inspections are on hold until the reports for PSTC, Shuhaw Hall and Bech Hall are completed.

INCIDENT REPORTS, ACCIDENT/EXPOSURE INVESTIGATIONS

[The DSHC reviewed July, August, September 2016 Incident Report summaries.]

7/11/16 – Student - Bech Parking Lot – student while walking away from parking pass box student stumbled over concrete slab and cut their big toe.

7/12/16 – Student - Sutter Lake Side Hospital – student lost consciousness and hit head – student injured their head, ear and thumb.

7/21/16 – Student - Tauzer Weight Room – student was visiting the CalWorks office – caught foot on cords and fell. No injuries reported on incident report.

7/22/16 – Student - Dr. Unguren’s Office (DDS) – Dental Assisting student was stuck by dirty needle while removing needle and injured their finger.

8/1/16 – Employee – Earth Space and Sciences Stockroom room 2034 – While employee was working tripped on tripod sticking out from table and injured their middle finger and left shoulder.

8/10/16 – Employee – Race Hall room 4035 – While working an employee cut their finger on metal acoustic ceiling and injured their left hand, 5th digit.

8/29/16 – Student – Shone Farm Garden – SUSAG 50 class – student felt itchy on face and abdomen after picking up purslane.

8/30/16 – Haehl Pavilion – Badminton Class – student was hit in the eye with a birdie, injuring the left eye. **Kuula will talk with the instructor about adding eye safety glasses as part of the class.**

9/1/16 – Student – Training Room – student sat on a folding chair and the seat collapsed. Student injured their lower back. EHS investigated this incident report and the chairs were removed from training room. New chairs were provided from the SRJC warehouse.

9/1/16 – Student – Maggini Hall room 2703 – DRD 390.2 – Student sat down and desk slid out from under them – student injured their back.

9/13/16 – Geology Lab – Lark Hall 2042 – Student splashed 10% hydrochloric acid in their left eye. The incident report did not disclose if the student was wearing eye protection.

9/14/16 – Student - Kaiser Santa Rosa – Clinical Nursing 75 – student was stuck by a dirty needle stick after patient bumped into her and injured the right middle finger.

9/15/16 – Student – Building 714 – Art 12 – student tripped and fell off stairs and injured their hamstring.

9/19/16 – Intern – Children’s Center – Student was working as an intern and reached into toy box and felt a bite on thumb.

9/22/16 – Student – Garcia Hall room 885 – Fashion 62A – Student was in room that was hot and student fainted – no injuries reported.

SAFETY REPORTS

- [Kuula – Plover Hall has windows up high and causes glare issues with the sun – working with a vendor to install an antiglare film on the windows.
- Kuula - Call Child Development Center –working on occupancy issues.
- McHale – Plover Hall has scent issues with people who are sensitive – it may be the soap that is being used in the restrooms at Plover.]

EMERGENCY MANAGEMENT [Kuula – a series of tabletop exercises, EOC exercises, functional exercises with management. Kuula is working on an after action report for emergency management. Kuula is will be reporting to the Board of Trustees on emergency management. We had a functional exercise with the Sonoma County Emergency Management by having a call center training (simcell). Sonoma County Emergency Management employee said that we have an awesome team and we are well prepared. We will take part of the Sonoma County’s emergency management training. Kuula is working on setting up the emergency management trainings for the next 6 months. The Great Shakeout – we need to reach out to more people on campus. The Great Shakeout tabletop exercise went well.]

ENVIRONMENTAL HEALTH AND SAFETY DEPARTMENT

1. GENERAL UPDATE [Kuula – Kuula and McHale working on a policy for drones – a class is being offered at SRJC on drones. Drones are used in AG classes to scan fields, police agencies, facilities to look at roof tops and STEM. Also there are classes in virtual reality as well.]
2. HAZARDOUS MATERIALS/HAZARDOUS WASTE [Escher – EHS is changing the battery recycling protocol – the new protocol is safer and better battery disposal. Kuula sent an email to the campus community regarding lithium batteries and taping both sides of the battery electrodes. Kuula to show the safety committee the video of the fire footage from the SRJC museum fire that started with lithium batteries.]
3. TRAININGS – [No trainings scheduled.]

VII. ANNOUNCEMENTS – [No announcements.]

VIII. NEXT AGENDA

IX. ADJOURNMENT