DISTRICT SAFETY AND HEALTH COMMITTEE (DSHC)

MINUTES

Thursday, November 19th, 2015
Doyle Library, Room 4245
10:30 am – 12:00 pm

Committee Members: Tim Bell, Paul Bielen, Michael Bruner, Casandra Chavez, Joseph Corcoran, Jason Escher, Tony Ichsan, Douglas Kuula, Richard Lehrer, Scott Lorbeer, Susan Muskar, Doug Roberts, Keith Waxman

Committee Members Absent: Mary Barton, Leonard Diggs, Gary Watts

Committee Members Excused: Susan Quinn

Also Attending: Toni Chase, Juanita Dreiling

I. CALL TO ORDER

PROXIES – Juanita Dreiling for Susan Quinn

II. HOUSEKEEPING

DSHC MEMBERSHIP CONFIRMATION

1. Update – [Kuula – Making changes to the DSHC website to add Lorenzo Duenas, Doug Roberts’ correct job title, and the correct spelling of Casandra’s name.]

III. APPROVAL OF PAST MINUTES: October 15th, 2015

[Kuula – Motion to approve the minutes from 10/15/15?]

M  Lehrer ,  S  Roberts ,  11  (Yes) ,  0  (No) ,  0  (Abstention)

IV. OPEN COMMENTS

1. Anyone may address the DSHC.

V. OLD BUSINESS

SAFETY SURVEY

1. Update – [Kuula – Mentioned the DSHC Safety Survey in the last Insider with respect to the 2015 Evening Safety Strolls, but haven’t had the time to do the follow-up article on the whole survey.]
SAFETY AT ALTERNATIVE SITES

1. Update – [Kuula – Reviewed Safety at Alternate Sites document. Sent form to Abe in the curriculum office for review, but haven’t heard back yet. Resent document to Abe Farkas for his review again. Kuula to email the Safety at Alternate Sites document for the committee to review.]

FACILITIES MASTER PLAN – DSHC ROLE/PARTICIPATION

1. Update – [Kuula – Meeting with Leigh Sata the director of Capital Projects on 12/2/15, also working with Tony Ichsan to clarify security and health and safety role in FMP. Kuula will report on this topic more at next month’s meeting.]

POLICY AND PROCEDURE 5.6/5.6P GIFTS, BEQUESTS AND DEVICES

1. Update – [Kuula – Reviewed Policy and Procedure 5.6/5.6P Gifts, Bequests and Devices documents with the committee. Scheduled for College Council 12/3/15. Doug is concerned when departments are offered a gift(s) they want to accept the gift and departments skip over the procedure. Sometimes gifts are hazardous materials. We are asking departments to have EHS inspect the materials first before accepting the gift(s) that may have hazardous materials. If departments do not follow procedures - the department will need to pay EHS any cost EHS incurs to dispose of the hazardous materials. One department accepted a gift of tanks and ended up not using them due to the program being canceled – now we have to dispose of the tanks and the contents. Kuula will email the Policy and Procedure 5.6/5.6P Gifts, Bequests and Devices document “edits” to the committee before meeting with the College Council.]

[Kuula – Motion to proceed to College Council?]

M Corcoran, S Escher , 11 (Yes), 0 (No), 0 (Abstention)

NON-URGENT MEDICAL TRANSPORT

1. Update – [Kuula – At NESO someone pointed out that the flow chart has 911 before 1000, and some language needs to be modified. Kuula will work with Juanita to make changes to the document.]

FALL 2015 EVENING SAFETY STROLLS

1. Update – [Kuula – Reviewed Insider article and Fall 2015 Evening Safety Stroll list of items with the committee. Per Bielen there are at least 15,000 lights on campus. We are changing lights over to LED’s which last longer. District Police does a good job letting Facilities Operations know when lights are out on campus. Per Kuula, there were 12 items from the night walk at the SRJC South West Center. Kuula to do an email announcement to the campus community of the safety stroll results.]

SMOKING ISSUES

1. Smokers on Elliot Avenue/Salem Lot (Cigarette Butts/Seating).
2. Smoking/Vaping Areas?
3. Per Dreiling, today is the Great Smoke Out and Student Health Services did an outreach to students on campus.
4. Per Corcoran, we need to have places on campus for vaping – it is unsafe for students to cross Elliott Avenue to smoke/vape. We have a responsibility to have a safe area on campus for people to vape. Per Dreiling, if we allow people to vape we are exposing others to the 2nd hand
smoke. Per Bielen, if we allow smoking on campus the Grounds crew would be cleaning up cigarette butts on campus which is a lot of work. Per Kuula, we need to enforce the no-smoking policy and not change it. Committee members made many comments regarding smoking on campus.

PEDESTRIAN SAFETY

1. Mendocino/McConnell Crosswalk (Drivers Blowing Through/PG&E Box)
2. SRJC Gate (Blocks View) Kuula to review gate.
3. Emeritus Skateboarders/bikes – Kuula will discuss this issue with District Police as well as the issue with bikes on campus (riding bikes on walking pathways).
4. Salem Sidewalk (Heaving)
5. Kuula reviewed the Mendocino Avenue/McConnell Crosswalk area.
6. Per Roberts, what would it take for the City of Santa Rosa to put up a camera at the Mendocino/McConnell crosswalk? Bielen will look into this for the committee.

V. NEW BUSINESS

None

VI. REPORTS

FACILITY INSPECTIONS (INTERNAL AND EXTERNAL)

1. Update – Kuula – The BSI team completed re-inspection of Facilities Operations, and going to work with Paul on remaining items. Next BSI’s are scheduled for Shuhaw Hall, Friday, 1/22/2016 8:30 am, and Bech Hall, Friday, 1/29/2016 8:30 am. Kuula invited the committee to join us for the BSI inspections.

INCIDENT REPORTS, ACCIDENT/EXPOSURE INVESTIGATIONS

1. Incident Reports – Quinn/Muskar
   a. 9/30/5 – Analy Village Dumpster – an employee stained their back while lifting a load out of the van and injured their left lower back, neck and leg.
   b. 10/4/15 – Shone Farm – An employee while working pierced their finger while using a nail gun and injured their finger.
   c. 10/10/15 – Analy Hall – Art 12 class – a student was posing on a model stand and model stand collapsed. There was no injury and a near miss. Kuula will meet with the instructor.
   d. 10/12/15 – Baker 1850 (Bio 16 course) – A student arrived to class with cut finger and while bandaging the cut the student fainted and hit her head on cupboard. The student cut her finger on a chain link fence by soccer turf field/Child Development Center. Student received emergency care and received stitches. Toni to contact student for location of fence area and to follow up with the student.
   e. 10/12/15 – Tauzer Entry to Locker Room – a student in Adapted PE slipped and fell entering room after swimming and injured their knee and hip.
   f. 10/13/15 – Baker Hall Room 1860 – Bio 2.2 – a blade of scalpel broke and cut student’s thumb while dissecting a cat. Thumb was cut with a dirty scalpel.
   g. 10/20/15 – A student was walking north of the clock tower on crutches slipped and fell on the wet concrete. Student injured their left knee.
   h. 10/22/15 – Shuhaw Hall near Room 1715 – a student tripped over double mats near the doors and injured their knee. Chase investigated all doors with mats and did not see any curled edges on mats.
i. 10/23/15 – Main Hallway at Burdo Culinary Center – (Cul 253 – Café) - employee slipped on floor and wrenched back. **Kuala is meeting with department regarding this issue.** The floors in Burdo get wet and become very slippery. Researching products to apply to floor to make the floors less slippery.

j. 10/26/15 – Race Dental Hygiene Clinic – A student was stuck with a dirty needle stick – the needle stick holder slipped off - student injured their pointer figure.


SAFETY REPORTS

1. Safety Reports – Kuala/Chase

   a. **[11/19/15 – Bech (Gas Leaf Blower) – Exhaust from a gas powered leaf blower got entrained in the HVAC system of Bech Hall causing concern. Paul Bielen, Carl and I agreed Grounds would purchase and try out a cordless leaf blower.]**

EMERGENCY PREPAREDNESS


ENVIRONMENTAL HEALTH AND SAFETY DEPARTMENT

1. GENERAL UPDATE – Kuala – No report.

2. HAZARDOUS MATERIALS/HAZARDOUS WASTE – Escher – No report.


VII. ANNOUNCEMENTS - Committee Members

VIII. NEXT AGENDA – Committee Members

IX. ADJOURNMENT – Kuala