



DISTRICT SAFETY AND HEALTH COMMITTEE (DSHC) MINUTES

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

Committee Members: Michael Bruner, Casandra Chavez, Joseph Corcoran, Douglas Kuula, Scott Lorbeer, Doug Roberts, Keith Waxman

Committee Members Absent: Leonard Diggs, Tony Ichsan, Gary Watts, Lorenzo Duenas, Paul Bielen, Susan Muskar

Committee Members Excused: Tim Bell, Susan Quinn, Richard Lehrer, Jason Escher

Also Attending: Toni Chase, Juanita Dreiling, Steven Potter

I. CALL TO ORDER

PROXIES – Juanita Dreiling for Susan Quinn, Steven Potter for Lorenzo Duenas

II. HOUSEKEEPING

III. APPROVAL OF PAST MINUTES: November 19th, 2015

[Kuula – Motion to approve the minutes from 11/19/15? No vote – no quorum.]

M _____, S _____, _____ (Yes), _____ (No), _____ (Abstention)]

IV. OPEN COMMENTS

Anyone may address the DSHC.

- Casandra Chavez - Elliott Avenue crosswalk – one of the crosswalk buttons is not working. **Bielen will contact the City of Santa Rosa for repair.**
- Kuula stated that a student was hit by a car (in the arm) while walking within the crosswalk on Mendocino Avenue (crosswalk near Taco Bell). The students backpack was dragged underneath the car. Police are investigating.
- Lorbeer – At Summerfield Road, the crosswalk the lights flash red and then flashes yellow for 6 seconds.
- Dreiling – a video was shown recently on sexual assault prevention and it was a very powerful video. KAD Dean Matt Markovich is spearheading the national campaign for Sexual Assault Prevention.

V. OLD BUSINESS

SAFETY SURVEY

1. Update – *[Kuula – Unless someone wants to take on making an update of the safety survey, I would like to remove this. We are far enough away from that survey, that we should perhaps consider our next survey, and how to get a more representative sample of the District community.]*

[Kuula – Motion to remove this item? No vote – no quorum.

M _____, S _____, _____ (Yes), _____ (No), _____ (Abstention)]

SAFETY AT ALTERNATIVE SITES

1. Update – *[Kuula – Here is what Abe said:*

“We do a general inspection of prospective sites to see if they are suitable to the type of class we are considering offering at that location. The most important comment I would make is that whatever check list is developed that it only be advisory and NOT mandatory. Discretion needs to be allowed to the managers making the arrangements, and there are more than enough items that need consideration already.”

Kuula will follow up with Abe to see who does the initial inspection.]

FACILITIES MASTER PLAN – DSHC ROLE/PARTICIPATION

1. Update – *[Kuula – Met with Leigh Sata and it appears that the DSHC will be involved in health, safety and security issues once the committee survey is complete. Kuula forwarded the email to the DSHC, so you can sign up. Kuula is going for Furniture, Fixtures and Equipment, Health & Safety, and Architectural Design to head off ergonomic, safety, maintenance, and security issues before they happen.]*

SMOKING ISSUES

1. Smokers on Elliot Avenue/Salem Lot (Cigarette Butts/Seating)
2. Smoking/Vaping Areas?

[Kuula – Recent report published in Environmental Health Perspectives found chemicals harmful to the lungs in flavored vaping liquids, one that is associated with “popcorn lung” in people working with butter flavored popcorn. I believe we have a good strong policy and procedure, and we should step up enforcement as a solution to the problems of people smoking on District property.

Kuula – Motion to remove this item? No vote – no quorum.

M _____, S _____, _____ (Yes), _____ (No), _____ (Abstention)]

PEDESTRIAN SAFETY

1. Mendocino/McConnell Crosswalk (Drivers Blowing Through/PG&E Box)
2. SRJC Gate (Blocks View)
3. Emeritus Skateboarders

4. Salem Sidewalk (Heaving)

[Kuula – We took care of item 4 last time, so I will remove it. For item 1, Paul and Lorenzo are going to contact the City of Santa Rosa. The video and planning issues should be forwarded to the FMP process. I haven't had a chance to check out item 2. Someone want to do that? For item 3, I am meeting with Lorenzo later today, and it is on my list. Dreiling – the front of Race Hall is used by skateboarders. Dreiling has seen skateboarders try to skate on the railing. Kuula will talk to Paul to see if they can modify the railing to discourage skaters using the railing. Also it has been noted that District vehicles are parking on pathways blocking pedestrian walkways. Kuula will see if we can make parking spots near buildings for maintenance and the warehouse staff for delivery's rather than employees parking on pathways. Kuula stated that the "SRJC Vehicle Use Best Practices for Electronic Carts, Full-size vehicles and Equipment" was emailed to Facilities Operations – this document went out to all facilities operations employees.]

V. NEW BUSINESS

None

VI. REPORTS

FACILITY INSPECTIONS (INTERNAL AND EXTERNAL)

1. Update – Kuula *[The next Building Safety Inspections are: Shuhaw Hall – Friday, January 22, 2016 at 8:30 am. Bech Hall – Friday, January 29, 2016 at 8:30 am. Kuula invited the committee to join us for the building safety inspections.]*

INCIDENT REPORTS, ACCIDENT/EXPOSURE INVESTIGATIONS

1. Incident Reports – Quinn/Muskar
 - a. 10/27/15 – **OA 507 – Fall** (Older Adult fitness course) At Oakmont Gardens, a student tripped on weights that were laying on the floor and injured their ankle.
 - b. 11/4/15 – **Burdo Culinary Café - Burn**– A component fell into the fire while a student was cooking and burned their knuckle, middle finger and index finger on left hand in a Café 1 course.
 - c. 11/10/15 – **Skateboarding Injury** – a student skateboarding between Shuhaw Hall and the Doyle Library hit a “lip” on the road and fell on right elbow.
 - d. 11/10/15 – **Climbing over Stone Structure** – Near the Doyle Library a student was trying to climb over a stone structure and fell and injured their right leg and shin.
 - e. 11/17/15 – **Cut in Pool** – a student was injured during Neptune swimming practice using the Quinn Outdoor Pool. Student cut their big toe on left foot on a broken piece of tile or sharp metal.
2. Accident/Exposure Investigations – Kuula – No report.

SAFETY REPORTS

1. Safety Reports – *[Kuula - it was reported that an employee while out walking on campus had a utility cart drive by him very closely. The employee took a picture of the driver of the utility cart.]*

EMERGENCY PREPAREDNESS

Update –Kuula

- a) The consultant that worked for our office on emergency preparedness is now working part time for us and took another full-time job. Our other consultant wants more money. We will need to hire out for emergency preparedness workers.
- b) Due to Tony Ihsan leaving SRJC, Kuula will serve as the EOC director.
- c) We will be sending 5 employees to San Luis Obispo for an intense emergency management course. The training would cost \$50,000 if we had the course at SRJC. We will see how the training goes and if we have the training at SRJC the trainer would need to use our policy and procedures.
- d) Dreiling stated that we have staff in psychological services for after an event if needed. We also have the EAC program for employees.
- e) We are teaching an emergency management class on February 2016.
- f) Dr. Chong asked that we bring in a security consultant to review Emeritus Hall and report to us on the security issues. **Kuula is getting a quote for services.**
- g) Working on offering an A.L.I.C.E. training (Alert, Lockdown, Inform, Counter, Evacuate) at SRJC for an emergency preparedness tabletop exercise.

ENVIRONMENTAL HEALTH AND SAFETY DEPARTMENT

1. GENERAL UPDATE – Kuula [EHS is working on hiring an Environmental Health and Safety Specialist.]
2. HAZARDOUS MATERIALS/HAZARDOUS WASTE – Escher [Kuula – Jason is working on hazardous waste removal at the Petaluma Campus right now which is why he is not at the meeting today. No report on hazardous materials/hazardous waste.]
3. TRAININGS – Kuula/Chase – No report.

VII. ANNOUNCEMENTS - Committee Members – No report.

VIII. NEXT AGENDA – Committee Members

IX. ADJOURNMENT – Kuula