



DISTRICT SAFETY AND HEALTH COMMITTEE (DSHC)

MINUTES

Thursday, September 15th, 2016
Doyle Library, Room 4245
10:30 am – 12:00 pm

Committee Members: Paul Bielen, Joseph Corcoran, Leonard Diggs, Jason Escher, Douglas Kuula, Richard Lehrer, Scott Lorbeer, Doug Roberts, Will Stephenson, Keith Waxman, Robert Brownlee

Committee Members Absent: Tim Bell, Lorenzo Dueñas, Sarai Vargas, Gary Watts

Committee Members Excused: Susan Quinn, Susan Muskar

Also Attending: Toni Chase, Robin McHale, Juanita Dreiling

Guests: Leslie McCauley, Ari Poppers

I. CALL TO ORDER

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

II. HOUSEKEEPING

[Kuula introduced our new student rep Will Stephenson to the DSHC. Sarai Vargas is unable to be a student rep for the DSHC. Will Stephenson will reach out to the Student Government to find an additional student rep to serve on the DSHC.]

III. APPROVAL OF PAST MINUTES: May 19th and August 18th, 2016 – minutes approved by the DSHC.

M Doug Roberts, *S* Jason Escher, 13 (Yes), _____ (No), 1 (Abstention)]

IV. OPEN COMMENTS – No open comments

V. OLD BUSINESS

SAFETY SURVEY

[Kuula – Doug will reach out to people to join the safety survey subcommittee via email.]

FACILITIES MASTER PLAN – HEALTH AND SAFETY SUB-COMMITTEE UPDATE

[Kuula – The Health and Safety subcommittee did a presentation for the 20/30 committee. The presentation was a recap of what was done for PDA. The consultants are working on the responses and getting another draft of the recommendations. Kuula will email the DSHC the guidelines and specs for

security, health and safety which was presented to the 20/30 committee. After the 20/30 committee approves all the recommendations it will go to the Board of Trustees for approval.]

DSHC STRUCTURE

[Kuula – Kuula is waiting for the managers' classification study to be completed – this study will possibly change some job titles. After this study has been completed we will add McHale as a permanent member of the DSHC.]

EXERCISE BALLS AND TREADMILLS

[Kuula – Kuula showed the photos of the employee who brought a treadmill and an exercise ball chair to an office. AFA was at our last DSHC meeting and discussed treadmills at workstations with the DSHC. Kuula has created guidelines for not bringing these types of items from home to work. EHS will review issues case-by-case and have managers assess their employees work areas. If managers see something unsafe they can work with EHS on safety issues. Kuula is working on a letter to the employee to remove the exercise ball chair and treadmill from the office.]

3D PRINTING

[Kuula – McHale is working with faculty on the indoor air quality with 3-D printers. 3-D printing gives off VOC's (volatile organic compounds) and nanoparticles (superfine particles). 3-D printing melts a plastic filament which is on a spool inside the printer. Nanoparticles get deep into the lungs and cannot be measured with an air monitoring equipment. The 11 (eleven) 3-d printers were purchased without any input from EHS. The course went through curriculum approval and the EHS curriculum form was not submitted to EHS for review. The EHS curriculum form asks if the course will expose students to chemicals, blood or machinery. McHale found a product that encloses the 3-D printer and has a filter inside the unit with captures particles. Kuula and McHale are working with Don Laird on the printer enclosures – Don is concerned about accessing the printer when they are in the enclosure – they need access to the printers from all sides. The enclosure cases are around \$1,800 for each unit. It was agreed that the department would not work with the most hazardous 3-D filament and find products that are less hazardous. There is no regulatory standard yet for 3-D printing yet.]

FALL 2016 EVENING SAFETY STROLL

[Kuula –proposed dates and times:

Fall 2016 Evening Safety Strolls

Santa Rosa Campus

Wednesday, October 12th, 7:00 pm (Meet: Bertolini, SE Main Entrance by Pioneer)

Petaluma Campus

Monday, October 17th, 7:00 pm (Meet: Rotary Plaza)

Public Safety Training Center/Shone Farm (Two Separate Teams)

Wednesday, October 19th

Public Safety Training Center 7:00 pm (Meet: PSTC, Administration Building 100, Front Entrance)

Shone Farm 7:00 pm (Meet: Dutton Ag Pavilion, Front Entrance)

Southwest Santa Rosa Center

Monday, October 24th

Southwest Santa Rosa Center 7:00 pm (Meet: Between North Parking Lot and Classroom Building)]

V. NEW BUSINESS

VEHICLE ACCESS CONTROL RESTRICTIONS EMERITUS/RACE/PLOVER QUAD (11:30 AM)

[Kuula – people were driving in the crosswalk while students were crossing the crosswalk/light which is a vehicle code violation. It was also reported that some cars were driving too close to the students walking in the crosswalk. Kuula stated Marc Rudlin in IT asked Brownlee if they can drive the electric carts on the roadways when they deliver in the Emeritus/Race/Plover area. Per Brownlee, said “No, you cannot drive a cart on the roadways.”]

Guests: Ari Poppers and Leslie McCauley to discuss with the DSHC that Theatre Arts need to use the Emeritus/Race/Plover cross walk to deliver heavy equipment and supplies in a rented U-Haul truck to Newman Auditorium north dock for theatre productions. Each day – students unload equipment before production at 6:00 pm and re-load the equipment in the truck after the production is done at 10:00 pm. Burbank Auditorium is undergoing a remodel and will be completed in 2018. The supplies will be kept in the U-Haul truck the department is renting when not in use. This allows the equipment to be stored overnight and kept out of the elements. The department tried to walk the costumes over on rolling racks across campus but small items would fall off the costumes. Dreiling is concerned for the students moving the equipment after the show when they are tired and could get injured. Kuula said that it would be a good idea to have a spotter when driving the U-Haul through the crosswalk. **Kuula and Brownlee will meet to discuss this request from Theatre Arts.**

VI. REPORTS

FACILITY INSPECTIONS (INTERNAL AND EXTERNAL)

- *[Kuula met with Lawrence Moglia from Keenan and Associates on 8/18/16 to review the SWACC (Statewide Association of Community Colleges) inspection.*
- *Chase will be setting up a building safety re-inspection (BSI) of PSTC with Tim Bell. Initially had it scheduled for September 6, 2016 but needed to reschedule for scheduling conflicts.*
- *Chase is working on the Shuhaw Hall and Bech Hall BSI reports.]*

INCIDENT REPORTS, ACCIDENT/EXPOSURE INVESTIGATIONS

[The DSHC reviewed April and May 2016 Incident Report summaries.

4/14/16 – Call Hall elevator – a student was trapped in an elevator. McHale – this was a power issue and she tested the phone in the elevator. Robin has contacted the student and discussed the incident. When the phone in the elevator is used the call goes to SRJC police dispatch. Student was shaken up/unnerved.

4/16/16 – Bailey Hall – Physical Science II course – a student sat on a broken chair and the chair collapsed. The student injured their right wrist and mid back.

5/2/16 – Crosswalk on Elliott Avenue – a student walking toward the Doyle Library tripped on hole (bollard poles were removed). Student injured their left elbow, right wrist, left palm and big toe. Dreiling reported that the bollards are being removed so vehicles that drive on campus and the bollards are not replaced. Kuula said that there are bollard products that when a bollard is removed, a cover automatically covers the hole – this needs to be in the FMP.

Dreiling – we had two incidents where students were playing badminton and got hit in the eye. Do we need to have eye protection for this? **Kuula will follow up with the faculty member on this issue.]**

SAFETY REPORTS

[No Report]

EMERGENCY MANAGEMENT – *No Report*

ENVIRONMENTAL HEALTH AND SAFETY DEPARTMENT

1. GENERAL UPDATE – *No Report*

2. HAZARDOUS MATERIALS/HAZARDOUS WASTE – *No Report*

3. TRAININGS – *No Report*

VII. ANNOUNCEMENTS – *No Announcements*

VIII. NEXT AGENDA

IX. ADJOURNMENT – *Meeting adjourned at 11:45 am*