

Health and Safety Committee

Wednesday, February 21, 2018

3:30 p.m. – 4:30 p.m.

Room: SC 154 (North/South Lounge)

Minutes

Committee Members: Wade Ellis (Chair), Jeff Gopp, Diane Stone, and Julissa Lopez.

Resources: Fred Harris, Eric Ramones, Pamela Gangloff, Deputy Jon Ramey, Trish Stracner, and Debbie Britt-Petty (Recorder).

Absent: Kathleen Moberg, Erik Medina, Kimberly Montague, Tara Meyers, Alice Dufresne-Reyes, and David Farmer.

I. Call Meeting to Order at 3:34 p.m.

- A. Additions/Deletions to the Agenda: Pamela would like to discuss lactation rooms. Wade suggested placing this item on the next agenda. Temporary facilities are being provided at this time.

II. Approval of Minutes from November 15, 2017:

Pamela asked for an edit to Item V. A., the last bullet.
MSC (D. Stone/J. Gopp) 4 ayes, 0 nays to **approve**.

III. Action Items

IV. Information Items

- A. Unknown Person w/Key to HOB: Trish reported that HOB faculty thought that a student may have gotten into the back door, which can only be accessed with a key. Jeff suggested that the door may not be closing all the way, and his staff can check on that. The cameras captured the student involved, and that student has denied using the door. Jeff said that they can re-key the building, but he would like to check to make sure it is closing properly first.
- B. Broken Cameras in HOB: Trish confirmed that there are broken cameras in HOB, and they are going to try to purchase more out of their own budget.
- C. Campus Lighting Safety: Diane discussed dim lighting around the Library area near Sycamore Lane. There is a person who feels very unsafe at night and has requested security escorts. Staff is wondering if there are any plans to light the area. Jeff stated there is lighting there, but he will check and make sure they are working properly. There is also no lighting on the Music Building steps which is a safety issue. Jeff will check that area as well.
- D. Large Vehicle Parking (Lot C): Diane reported a large Toyota truck that parks halfway into a space in Lot C. The back of the truck and trailer hitch stick way out into the driving area. Fred and Jeff have been discussing this, and they have considered making parallel spots in the area, and possibly marking certain spots (in tight areas) "compact." Trish stated that she has pulled that student from class and asked him to move forward.

- E. Status of the Tobacco-Free Smoke-Free Policy Revision Process Related to the Fine Development by the Business Office: Wade said that he is still reviewing the wording of the policy. The committee agreed that the policy needs to refer to paraphernalia including e-cigarettes and hookahs. Trish suggested taking off the word “Lots” when referring to designated smoking areas to eliminate confusion. Smoking is not allowed in the parking lots, only in designated smoking areas or spaces that happen to be in the lots. The policy is scheduled to go to the Board on March 13th, and take effect in April 2018.
- F. AED Status & Support Needed by Security: Wade is working on this. Pamela will send a sample to assist him.
- G. See/Say/Do Something and Run, Hide, Defend: Wade reminded everyone that if you are on campus and see something that does not look or feel right, notify security.
- H. Spring Safety Exercise: Wade asked the committee for feedback regarding a topic for our upcoming spring safety exercise. Because of recent events, the committee recommended an active shooter drill. This drill will include everyone; staff, students, faculty, so there needs to be a lot of communication in advance. It was decided that the drill will take place in April. There will be an education campaign and debrief. Wade created a subcommittee to plan and discuss the upcoming safety exercise (Wade, Fred, Jeff, Jan, Julissa, and Trish).

V. Staff and Consultant Reports

- A. Safety Coordinator Report—Pamela Gangloff:
 - Gender neutral restroom signs are installed.
 - The homeless shower policy still needs to be discussed in Cabinet.
 - Jeff and Pamela reviewed and updated the Injury & Illness Prevention Plan (IIPP). Pamela is working with Kyle to put it on the Intranet.
 - In December, Maintenance completed Fire Extinguisher Training.
 - Facilities and Security completed Blood borne Pathogen Training. The written plan was reviewed and updated.
 - The AED Plan needs to be updated as mentioned earlier.
 - Evacuation Chair Training is scheduled for March 8th at 9:00 a.m. for 2 hours. Facilities and Security will be training in the Social Sciences Building and the Library Building.
 - Annual training on using the autoclave and Medical Waste Program was conducted with the Science Department.
 - OSHA is very focused on first aid kits right now, so keeping those updated is very important.
 - Coyote Valley was having a rodent and cricket issue which was addressed, and training was provided.
- B. Workers Compensation Report – Eric Ramones: One report this year. Last year we had a total of 8, which was down from the average of 15 per year.

C. Security Report – Deputy Jon Ramey:

- On March 6th, Deputy Ramey will attend an FBI seminar on school violence. He will bring back information.
- So far there have been no marijuana issues since the new law passed.
- In December, there was an auto burglary at the golf course during the day.
- There have been a couple of petty theft issues, one was a parking pass.
- There was a reported stalking issue.
- Deputy Ramey has not received any information regarding the Florida shooting incident, but will pass it along if he does.
- Fred asked if we can get active shooter educational items from the Sheriff's Department. Jon said that he can contact someone to get that information.

D. Accident Reports – Alice Dufresne-Reyes: Alice is attending HSACCC Statewide Conference today.

E. Health/Hazard Safety Forms – Jeff Gopp: There is a trip hazard on the walkway from the parking lot to the Theater. Jeff has spray painted it, and it will need to be ground and repaired.

F. Behavioral Intervention Team Report – Kathleen Moberg: Kathleen is absent today.

VI. Next Meeting: Wednesday, March 21, 2018 at 3:30 p.m.

VII. Reporting Out: Please remember to report out to your constituency groups.

Meeting adjourned at 4:21 p.m.