

**Crafton Hills College  
Environmental Health and  
Safety Committee  
Minutes**

**Date: March 9, 2015**

<p><u>Members (Absent*):</u> Rosemarie Hansen Mike Strong Dan Sullivan (Public Safety Faculty) Dr. Hanna Sandy (HWC Coordinator) (DSPS) (Fine Arts Faculty or Staff) Jonathan Grau (Student) Larry Cook (Facilities Management)</p>	<p>*Karla Trujillo (Human Resources) *June Yamamoto (Management) *Pierre Galvez (District Police) *Natasha Stratton (Citadel) Whitney Fields (District EH&amp;S Admin) Lisa Shimeld (Faculty) *Ginger Sutphin (Classified) Steven Ramirez (Faculty)</p>
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TOPIC	DISCUSSION	FURTHER ACTION
Approval of minutes from 2/9/14		approved
<p>Safety Issue Log</p> <ul style="list-style-type: none"> <li>EMS Pharm Donations – Review Donation Delivery Form</li> </ul>	<p>MOU, SOP's and delivery form are not fully implemented yet as the committee has not provided feedback on the form. The delivery form will be used as an inventory form as well as a way to track chain of custody. SOP doesn't have the delivery form referenced, change verbiage to include the list on the form.</p>	<p>Change first bullet on MOU, must be in place and all donating agencies shall use the delivery form and chain of custody for all pharm donations to be accepted to reflect the list that is initialed. Change verbiage on MOU to donation med solutions only listed on the delivery form.</p>
<p>Reports:</p> <ul style="list-style-type: none"> <li>M&amp;O Safety (Training &amp; Projects)</li> <li>District Police Report (Police):</li> <li>EH&amp;S: Summary of WC report</li> <li>HR</li> <li>HWC – Student Injury Report</li> </ul>	<p>M&amp;O: Tomorrow, Keenan will inspect grounds for deficiencies. Scissor-lift training is scheduled. Next week annual fire alarm testing (spring break). Exterior lighting inspections, replaced 24 lamps. Hazard mitigation project on campus drive currently, a pathway for students to walk up campus drive, north side next to the ditch. We are planning a project in the café plaza to remove risks. A contract is in place to replace the PAC patio after graduation. Key control plan in production for existing buildings for lock-down. Committee to look at the potential hardware that will be approved. Police: Individual on campus doing lewd acts, arrested. EH&amp;S Slip report tomorrow. The</p>	<p>Should let commencement committee know.</p>

	<p>formaldehyde exposure assessment ongoing. Workers comp report shows no increases. Sewer management plan is in progress. Safety data sheet database should be done in May. Online completion by June. Training forthcoming. Health and wellness: asthma attack, sent albuterol up to where the students were hiking above campus.</p>	
<p>Safety Training and Events:</p> <ul style="list-style-type: none"> <li>• April Emergency prep drill: Schedule date and time (status of action items from the Fall 2014 drill)</li> <li>• Fall Emergency Prep Drill: CERT Exercise and evacuation?</li> </ul>	<p>April 15<sup>th</sup> 7 pm. Zombie Apocalypse @ 4pm. Fall drill-Cert exercise.</p>	
<p>Safety Inspection Report</p> <ul style="list-style-type: none"> <li>•</li> </ul>		
<p>Safety Plan Review and Approvals:</p> <ul style="list-style-type: none"> <li>• Safety Plan Schedule/Consolidation of Plans</li> </ul>	<ol style="list-style-type: none"> <li>1. Status as of 2/20/15:</li> <li>2. IIPP – Still need Scott’s approval for draft/Mike submitted changes-revisions.</li> <li>3. Hazardous Communications – Mike and Scott need to review, submit changes and approve.</li> <li>4. Blood borne Pathogens – Mike and Scott need to review, submit changes and approve.</li> <li>5. Heat Illness – Draft to WF by 2/20/15</li> <li>6. Chemical Hygiene – Draft to WF by 3/6/15</li> <li>7. Lock-out/Tag-out – Draft to WF by 3/20/15</li> <li>8. Hearing Conservation – Draft to WF by 4/3/15</li> <li>9. Respiratory Protection – Draft to WF by 4/17/15</li> <li>10. Fire Life and Safety (Adding a section on candles, open flames and scented plug-ins in an office environment) – Draft to WF by 5/1/15</li> <li>11. Confined Space – Draft to WF by 5/15/15</li> <li>12. Communicable Disease – Draft to WF by 5/29/15</li> </ol> <p>Plans listed are complete minus blood borne. New standard from OSHA on heat illness. Question: Who should review/comment before sharing for global comments? Larry, Rick, Lab techs. Jeremy (Haz Com). Allow for 2-3 week perusal.</p>	
<p>New Business:</p>	<p>Health Fair April 15<sup>th</sup>. Outside vendors will be on campus. April is Non Sexual Violence</p>	<p>Tina will update minutes and agenda</p>

	month. Rose: agenda and minutes to be updated on web.	on web.
Adjournment	Next Meeting scheduled April 13, 2015 at 1:00pm	
<p style="text-align: center;"><b>Mission Statement</b></p> <p>The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p>	<p style="text-align: center;"><b>Vision Statement</b></p> <p>Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, all supportive community, and a beautiful collegiate setting.</p>	<p style="text-align: center;"><b>Institutional Values</b></p> <p>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>