

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

**Date: February 11, 2013**

<u>Attendees (*Absent):</u> Rosemarie Hansen (Co-Chair) Mike Strong (Co-Chair) Dan Sullivan (Public Safety Faculty) *Judy Giacona (HWC Faculty) Monica Aguilar (Student) *Larry Cook (Facilities Management) *Rick Hogrefe (Management)	*Cheryl Burge (Human Resources) June Yamamoto (Management) Pierre Galvez (District Police) Lito Reyes (Keenan and Associates) *Whitney Fields (District EH&S Admin) *Kevin Palkki (Classified – Theater) Robin Bishop (CTA Appointee) Lisa Shimeld (Faculty)
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TOPIC	DISCUSSION	FURTHER ACTION
Approval of minutes from 1/14/13	Approved by consensus	
Co-Chair Report (Chair) • None	No report	
M&O Safety Projects Report (Facilities): •	No safety projects to report.	
District Police Report (Police):	Police reported the emergency prep manager will need to be reposted. Stickers for the flipcharts are being procured by Pierre. Whitney reported that Sgt. Tamayo will be performing active shooter/lockdown training in April.	Pierre Galvez to order stickers for the flipcharts.
Smoking Policy (Police) • Status of warnings • Status of smoking areas • CHS smoking area	Police reported that students are found to be “mostly compliant.” Mike will discuss the CHS smoking area with the Crafton Council.	Mike to discuss the CHS smoking area with the Crafton Council.
Workplace Injuries Report & follow up: • Workman’s Comp Injury Report(Human Resources/EH&S) • Minor injury report (non-workman’s comp) (EH&S) • Sharp containers for restrooms	Whitney reported on the WC injury report. Trend is less injuries this year than last year. No minor injuries to report. Sharps containers – install signage in bathrooms that states dispose of sharps properly if assistance is required, contact Police at 3275.	Mike to procure signage for restrooms
Student Injury Report (HWC)	HWC stated there were no student injuries to report.	

<p>Events:</p> <ul style="list-style-type: none"> <li>• April Emergency Prep Month: Evacuation? Safety scavenger Hunt; give aways; Zombie apocalypse? Safety fair?</li> </ul>	<ul style="list-style-type: none"> <li>• 12/10/12 discussion: Evac chair training will be held 1x/3 years for M&amp;O and offered annually for employees/bldg. captains.</li> <li>• April evacuation drill will be held at 10:10am and 7:10pm.</li> <li>• The committee discussed the EMS students providing awareness and orientation to personal emergency kits during the drill at the evac sites.</li> <li>• The Zombie Apocalypse will occur 9-11am and 5-8pm.</li> <li>• The committee would like local fire to be involved in the drill again.</li> <li>• The committee suggested the building captain bags include a "job aid" for the captains.</li> </ul>	<ul style="list-style-type: none"> <li>• Larry will discuss with Simplex what level of alarms would be available/appropriate during the drill.</li> <li>• Mike to review night staffing level to make sure all buildings are covered by a building captain.</li> <li>• Rose will check on the availability of the Zombies during the desired times.</li> <li>• Robin will check on the availability of EMS students for the drill.</li> <li>• Mike and Whitney to check on availability of Cal Fire to participate in the event.</li> <li>• Mike to work on "job aid" for the building captain bags.</li> </ul>
<p>Safety Plan Review and Approvals:</p> <ul style="list-style-type: none"> <li>• Review Safety Plan Schedule</li> <li>• HazComm Complete (review changes and determine if re-train is necessary)</li> </ul>	<p>Mike reported that he and Whitney are working on BBP plan.</p>	
<p>New Business:</p> <ul style="list-style-type: none"> <li>• Safety Training Schedule</li> <li>• OE1 EMS – Safety concerns (exposed sharps, access to/condition of pharmaceutical donations, sorting of donations in a safe manner)</li> </ul>	<ul style="list-style-type: none"> <li>• Lockdown training is scheduled 4/11 and 4/26, 9-11am in LRC 226.</li> <li>• Mike and Whitney are working with EMS to develop protocols (SOP's) for sensitive tasks. Mike reported that Mike, June, and Whitney met with the EMS department last Thursday.</li> </ul>	<p>Mike and Whitney to have lockdown training posted on the CHC website and send out an email notification.</p>
<p>Adjournment</p>	<p>Next Meeting scheduled March 11, 2013 at 1:00pm</p>	
<p><b>Mission Statement</b> The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.</p>	<p><b>Vision Statement</b> The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation.</p>	<p><b>Institutional Values</b> Our institutional values are creativity, inclusiveness, excellence, and learning-centeredness.</p>