

MESA COLLEGE SAFETY COMMITTEE

MINUTES

Thursday, April 25, 2013

2pm -LRC 435

ATTENDANCE: Dan Gutowski, Saeid Eidgahy, Charlotta Robertson, Chris Renda, Dawn Stoll, Diana Medero, Erica Specht, Ginger Davis, Matt Fay, Michael Fitzgerald, Michael Lewis, Nancy Bromma, Nathan Betschart, Kim Tran, Pahua Vang (for Ivonne Alvarez)

Approval of Minutes: Minutes from February 28, 2013 were approved without corrections.

M/S/U: Fitzgerald/Eidgahy

Chairperson Robertson welcomed everyone and commented on the success of the AED seminar last month.

Injury/Illness & Accident Reports-Charlotta Robertson mentioned that all injury reports go to the VPA's office first before a copy is forwarded to the committee for discussion.

1. Employee slipped in the Quad area in March 2013 on sidewalk where it is uneven. Corrective action: sidewalk repair has been made.
2. Employee slipped on the main stairs by the A-Building. Person received medical attention. No corrective action required/taken.
3. Student injured knee in a volleyball class. Parents took student to a private physician.
4. Student riding bike to class on Mesa College Circle and fell down. Corrective action: None required/taken.

Discussion of skateboarding and bike riding on campus ensued. The Reader board in front of the cafeteria notifies students that no skateboarding or bike riding on campus is allowed and the fine is \$200.00. New signage for the interior of campus was suggested to inform students.

5. Student- fell on her wrist on the S-Building stairs . The student was taken by parents to emergency room for treatment. No corrective action required.
6. Student-I4-403 cut finger while opening a door in the counseling area. Cut minor- no corrective action was taken after door was inspected and no sharp surfaces were found.

C) **Classroom signage:** Displays directions to use call boxes. An arrow sticker pointing in the direction of the call box will be mounted with an electrostatic fastener.

NEW BUSINESS:

- A) The workplace inspection report form was passed around. Interim VPA Gutowski thanked everyone who assisted with the safety inspection of the campus made over spring break. Ceiling, electrical, exit/egress, fire extinguishers, floor coverings, etc. were all inspected. Fire extinguishers will be recharged and replaced as needed. Work orders for this summer are being developed to improve campus safety. The Art Department has many rooms that need to be repaired and these will be put on a schedule for repairs. Interim VPA Gutowski stated that inspections must be completed yearly to be in compliance with OSHA requirements. Dean Eidgahy stated that employees must not be allowed to bring in personal furniture into their offices to ensure that employees do not use substandard furniture especially in the new Math and Science Building.
- B) Traffic Analysis has been completed but Interim VPA Gutowski has not been able to review it yet. He will have an update at the next meeting.

SAFETY EDUCATION

- A) Grassroots Health Fair w/ AED training will be held on May 1st from 10-2pm in the LRC Quad area.
- B) District Training Options (SafeSchools website) CalOSHA requires that employees must have training yearly. Dean Eidgahy requested an in-house training program so that his school does not have to use a cumbersome outside source for training. Robertson showed the committee the Keenan SafeCollege website that can be used as training for specific areas, she showed how to login and access the training modules at <http://sdccd.keenan.safecolleges.com/login>
- C) C-CERT training will occur in June 5, 6, & 7, 2013 at NTC. Robertson sent an email about the session and ten people from Mesa registered for training. Ginger Davis inquired whether the refresher course for C-CERTs would be offered this summer. Charlotta Robertson requested that Officer Medero forward this request to the District C-CERT Coordinator (Tony Gutierrez).

4. CHEMICAL HYGIENE PLAN (CHP)-Gutowski will work on the 2013 Business plan with select members of the committee.

5. ROUNDTABLE

A) Department Reports- Pahua Vang reported that the I4-400 Dyson hand dryers allow water to collect underneath and suggested that absorbent mats are needed to keep area dry. Fitzgerald mentioned contamination issues with mats and questioned the safety hazard level. Gutowski will follow up with Dave Warczakoski.

Dawn Stoll questioned the evacuation procedure for I4-400 and the evacuation zone area. Charlotta Robertson explained how the evacuation areas were originally selected and advised of potential changes to designated evacuation zones.

B) Family Service Radio Test will occur at 10am on Friday, April 26, 2013.

6. NEXT MEETING: Thursday, May 23, 2013 2pm in LRC 435.

Submitted by: Professor Erica J. Specht

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