

MESA COLLEGE SAFETY COMMITTEE

MINUTES

Thursday, February 27, 2014

2pm –LRC 435

ATTENDANCE: Saeid Eidgahy, Erica Specht, Lynn Dang, Ngoc Tran, Nedra Johnson, Matt Fay, Gemma Conine, Michael Fitzgerald, Carol Rohe, Dawn Stoll, Linda Osborn, Nancy Bromma, Penny Hedgecoth, Suzanne Khambata, Pahua Vang (for Ivonne Alvarez) .

1. **OLD BUSINESS:**

- a) Approval of Minutes: Minutes from January 30, 2014 were approved.

M/S/U: Dang/Fitzgerald

- b) **Injury/Illness &Accident Reports**- Dean Eidgahy reviewed the report for the committee.
An instructor was injured by a desk tipping over on him. An injury report was completed and sent to the district risk management office. Corrective action was taken by the vendor who came in and reinforced the desks in the Math & Science building.
- c) SWACC Property & Liability Inspection Report update- Mesa specific issues have been forwarded to the deans and safety committee members for review and corrective measures. The VPA is working with administrative services and facilities to make the needed changes. Matt Fay commented that some of the items were on the list the previous year and have not been corrected. He also stated that the Injury & Illness Inspection report form is too generic and needs to be modified to address specific department concerns. Dean Eidgahy requested that committee members review the form and report needed changes to the committee.
- d) Planning for Emergency drills- Sgt. Gemma Conine discussed the upcoming emergency drill for the Math & Science building scheduled for April 25, 2014. Erica Specht suggested that the Mesa C-CERTs and Family Service Radio personnel be included in the drill. Specht will work with Conine to set up a drill for the Student Services building. Linda Osborn from the Continuing Education building requested information regarding the active shooter protocol. Conine stated that the protocol should be building specific. She suggested training with Liet. Gutierrez.

3) SAFETY EDUCATION

- a) Safety Education Requirements and Timing-Dean Eidgahy discussed the need for a campus-wide safety education training program. He requested that committee members review their areas for safety concerns, issues, and needed training. Members will report their findings back to the committee next month as their department report.

4) Hazardous Waste Business Plan- Matt Fay stated that updates were needed for the new Math and Science building. He will contact Eddie Arteaga regarding the date of annual filing. Dean Eidgahy stated that it was important to have a representative from facilities attend the Safety Committee meetings monthly.

5.) ROUNDTABLE

a) Department Reports

- Sgt. Conine announced that the new police chief would begin work on Monday, March 3, 2014.
- Nancy Bromma announced the following Student Health Services events: Tents of Truth will be held on April 15th & 16th from 11am-1pm. The Near Death Experience will be held on April 30th from 11am-1pm.

7) NEXT MEETING: Thursday, March 27, 2014 at 2pm. **LRC 435**

Submitted by: Professor Erica J. Specht