San Diego Mesa College

Safety Committee - Minutes

Thursday, September 19, 2019

A-104, 2:15-3:15pm

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| **MEMBERS** | Lorenze Legaspi (A) | Erika Higginbotham  | Mike Lewis(A) | Ryan Shumaker (A) |
| Carol Novosad (A) | Jacqueline Collins | Nancy Bromma | Carla Grossini-Concha |
| Dave Warczakowski (A) | Suzanne Khambata | Nathan Betschart  | Dan Vera |
| Frank Fennessey | Matt Fay | Rob Meyers (A) | Julian Arteaga |
| Eduardo Arteaga(A) | Melissa Agudelo(A) | Oscar Torres | Michelle Sussely-House |
|  | Terry Hiett | Raymond Arellano | Carina Castro | Chelsea Ruwe(A) |

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| 1. **Welcome**
 | * Meeting was called to order at 2:20 pm.
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| 1. **Introductions**
 | Committee members were asked to introduce themselves with the following question: * How does safety and the safety committee affect each person’s day-to-day, and our students?

Responses Included:* “It’s what we live and breathe.”
* “DSPS students are a vulnerable population, and we need their health and safety to be considered when doing college events.”
* “Keeping students and faculty safe is 100% of my job.”
* “We fix anything that is broken so that no one gets hurt or injured.”
* “We do accident reports… The accidents that we see make us aware of what might be a problem on campus.”
* “We ensure the safety of all our employees and students is met on a daily basis.”
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| 1. **Emergency Preparedness**
 | * Frank shared that Chris Manis and the new police chief are developing a new Emergency Management Response Training, for each campus, but also for each building.
* Matt shared that Math & Sciences and Student Services have their own evacuation plan, and the goal is to have an evacuation plan for *each* building.
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| 1. **Great Shake-Out: October 17, 2019**
 | * Great Shake Out will be happening on 10/17/19 at 10:17am. Matt will be sending out more emails to remind the campus.
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| 1. **Task Force Reports**
 | * No updates.
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| 1. **Injury Reports & Updates**
 | * Dan went over work related injury reports and student accident reports. Carla to add to online meeting documents.
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| 1. **Round Table**
 | * Julian asked if there was a procedure in place for blood borne pathogen clean-up?
* Matt, Dan, and Frank to have a meeting to review the models of evacuation chairs that are on campus.
* Add to next agenda: Evacuation Chair Discussion- employee trainings on how to use properly.
* Frank shared that in October, the company Keenan will be coming to campus to do their loss control inspections. During these inspections they will be going into every room and identifying issues, which is meant to be an assistive device to help guide us in changes. These reports are helpful when we go through our accreditation process, as we can show them the reports and then the corrective actions we have taken.
* Carina asked if we can create a service animal safety waiver specifically for animals entering science labs? Jacqueline responded with the idea of creating signage warning owners of the potential hazards to service animals.
* Matt walked us through how to report a safety hazard through the website. Go to sdmesa.edu, then College Services, then Safety, and then scroll down to report a safety concern [here](http://www.sdmesa.edu/college-services/safety/safety-form.shtml).
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| 1. **Adjournment**
 | * 3:01 pm
* Next meeting October 17, 2019
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