

## Safety Committee Minutes – April 15, 2015

Call to order 12:08 pm

Present: Alex Bernal, April Guajardo, Marcia Jeffredo, Marla McBride, Tami Oh, Bob Riffle, Shirley Smith, Robyn Udell, Debbie Valentine.

Absent: Steve Banneck, Karen Cant, Valentina Purtell, student representative

Bob Riffle making appointment with the District to look at their radio system. Meanwhile, M&O radios to be re-programmed for improved clarity.

ASCIP report compliance is estimated to be at 70% completion.

Fire Marshall Report compliance is estimated to be at 90% completion. On a follow-up inspection, agency noted that the new wok station at the Charger Café wasn't properly aligned with fire suppression equipment. Café was ordered to discontinue use of the wok station pending correction.

### Spring semester emergency drill – Campus Safety observations:

Evacuation of buildings wasn't complete and too many students hesitated.

Need to do better with moving people away from building exteriors and to stress importance of leading everyone to designated evacuation locations.

Instructions over a P.A. system would be very helpful, especially in buildings like the Student Center.

Campus is overdue for a Fire Evacuation Drill.

Debbie Valentine distributed Injury Reports for July 2014 to present. Health Center and students are complying with filling out accident reports. Next the reports go to the Deans for completion by responsible instructors. Not always seeing follow-through for this part.

Debbie Valentine distributed AED inventory. Ten found at CC. Recommend replacing two old ones in PE Dept. Existing are old and no documentation of weekly/monthly checks. One was locked in coach's office. Another in the Gym1 was locked in a cabinet and no key available. Recommend adding units at pool deck, Gym2, and the PE office. Perhaps buy and place some in Humanities, LLRC and Theater. Other areas with old units are the Campus Safety Office; TE2-102. Common thing found was lack trained employees in the areas where AEDs are located.

Marla McBride volunteered to be site coordinator for AED management. She and Bob Riffle are going to evaluate placement of AEDs to be strategically located in places where staff members can be counted on to be routinely trained to use them.

Bob Riffle received a letter from the Health Department regarding our "Medical Waste Generator" volume for AB-333 compliance. He has asked Marla McBride to help in determining what exactly is encompassed in the definition.

Adjourned at 12:15 pm

Next meeting: Wednesday, May 20 at 11:00 am.