

Safety Committee Minutes –February 8, 2017

Call to order 11:05 a.m.

In attendance: Bob Riffle, Melisa Barrios, April Guajardo, Marla McBride, Louella Nelson, Tami Oh, Celeste Phelps, Chuck Rogers, Robyn Udell, Debbie Valentine

Old Business:

Two additional Stryker Chairs will be delivered soon. B. Riffle requested the assistance of Celeste Phelps to assist in finding the most appropriate location for these two additional chairs, Celeste agreed.

New Business:

The Campus one-time funding cycle is in progress and a sub-committee of the Safety Committee must review safety identified one-time funding request from March 6 - 8. B. Riffle requested volunteers to serve on the sub-committee assisting in determining safety severity of each such request. Celeste Phelps, Chuck Rogers and Debbie Valentine agreed to participate in this process.

Campus inspections are scheduled as follows:

ASCIP during Spring Break, this will be an exhaustive, very detailed entire Campus inspection. A short discussion followed and we agreed that an email out to the Deans and Managers would be beneficial beforehand, briefly informing the Campus that the inspection is scheduled and it would help if they could assist in housekeeping issues prior to the visit. ASCIP will also be doing a free inspection of our Theater this Friday, February 10. This inspection is primarily for fall protection and other Theater specific areas. The Theater will also be inspected during the regular Campus ASCIP inspection during Spring Break.

D. Valentine handed out the most recent CC New Claim & First Aid Report for the months Oct. 2016-Feb. 2017. A short discussion ensued and these will be reported out every few months and corrections made on Campus as identified when needed. A short discussion ensued regarding protocol, forms etc. Tami Oh stated; information and forms are on MYGATEWAY under Risk Management.

D. Valentine informed the Committee that she is currently working on our Business Emergency Plan inputting Hazardous Chemicals etc., and reporting for the Orange County Fire Authority.

Adjourn: 12:00 p.m.