

## Safety Committee Minutes –March 8, 2017

Call to order 11:15 a.m.

In attendance: Bob Riffle, Mario Gaspar, April Guajardo, Marla McBride, Louella Nelson, Tami Oh, Celeste Phelps, Chuck Rogers, Robyn Udell, Debbie Valentine, Student Member: Lona Redd

Old Business:

Two additional Stryker Chairs have been delivered and will be installed on the second floor of the Humanities building and the 3<sup>rd</sup> floor of the SEM building.

ASCIP and OCFA Campus inspections scheduled for spring break. A short discussion followed regarding what these inspections primarily target. An email will be sent to managers notifying them of the upcoming inspection including recommendations to assist them in what they may be able to assist us in correcting in their respective areas.

Report Out: There were NO safety identified one-time funding requests submitted this year. Chuck Rogers mentioned that the Theater had submitted safety identified requests. R. Riffle recommended that he circle back and discuss this with his division Dean.

New Business:

D. Valentine handed out the most recent CC New Claim & First Aid Report for the months Jan. 2017-Feb. 2017. A short discussion ensued and these will be reported out every few months and corrections made on Campus as identified when needed. There will be a place holder in old business on the agenda for this item in the future. A short discussion ensued regarding the District Accident/Incident Reporting protocol, forms etc. T. Oh stated; information and forms are on MYGATEWAY under Risk Management.

D. Valentine reported out on the following items:

Our updated Business Emergency Plan is complete and has been turned into the Orange County Fire Authority.

Our annual hearing conservation testing will be on March 23, 2017 in the Physical Plant Compound.

District Safety dollars are available. Three sets of safety harnesses and lanyards have been purchased for the M & O staff and six sets have been purchased for the Theater area.

There are 13 state of the art Phillips Heart Smart AED's located on our Campus.

It was agreed that the April 12, 2017, Safety Committee Meeting will be cancelled due spring break and that the Campus ASCIP inspections were scheduled during that week. The next regular meeting of the Safety committee will be in May.

Adjourn: 12:10 p.m.