

## **Safety Committee Meeting Notes February 16, 2010**

Present: Danny Glass, Nancy Wolford, Debbie Joy, Gary Hoss, Robert Hood, Kathy Smith, Linda Hayes, Vickie Nunes

### **Smoking policy update:** (email from Skyline attached)

What do we want to do as a college? Should Health Services address this issue or the Safety Committee? Do we have any money to address this issue? Do other colleges assess an additional fee to help pay for Safety Committee needs? Any Safety Committee ideas will be presented to the College Planning Council. Are the other colleges policies board approved? What are the consequences if a student does not obey the no smoking signs? Who enforces this?

More signs were added to Building 13 and smoking is still a problem. All floors outside the main doors of Building 9 have a problem with smoking. Danny will move the ashtrays outside building to the quads on each floor and put up more signs. President Mohr did not like the idea of striping No Smoking zones in the quad.

General consensus of the Safety Committee is that this issue needs to be brought back to the District Safety Committee and addressed by the District. We would like a district policy approved by the board that we can follow.

### **Chemistry Lab:** Safety Shower Inspections

Who tests these showers and how often? Danny said a Division personnel is supposed to inspect them. Roslind Young would like inspection record tags so you can note when it was inspected and by whom. Are there safety signs beside these showers?

There are no drains in the floor for these showers so a bucket is needed to catch the water when testing the shower. If the water sits on the floor it will drip to the classrooms below. Danny will address these issues during this week campus facilities meeting. The fume hoods are also being discussed.

Danny will look into this with the District and follow up.

### **Health Center:** Vaccine Refrigeration

What should the Health Center do to keep the vaccines at the correct temperature in the event of a power outage? Suggestions were: manage inventory, don't open refrigerator if power is out, put vaccines in freezer, go to the store and buy a block of ice to help the temperature remain constant.

A generator is being purchased for the campus specifically for Building 8 MPOE (data phones) and the EOC. Possible the vaccines could be brought to the Building 8 refrigerator if the generator will be able to keep it powered.

### **Facilities Requests:**

Soap dispensers have been replaced in Building 9. If there are any more problems, let Danny know. Exterior stairs to Building 9 Learning Center – the issue has been brought to the District's attention and currently the architects are working to come up with a solution. In the meantime there is tape and cones on the damaged stair. Danny will follow up this week. If no resolution, Debbie will email District.

### **Traffic Safety:** Speeding

Speeding is an issue on campus; specifically in front of the fields, on the back loop road and coming out of the parking lots. What can be done? Gary will continue to try to get the Sheriff's Office here to watch and ticket speeders. Possibly post more speed limit signs.

A faculty member brought up the topic of possible stop signs at the exit of each parking lot. She said that people exit the parking lots and do not look for oncoming traffic. The traffic study that was done on campus

should have addressed this issue. Danny says stop signs are about \$50 each but, that will probably not fix the problem. How many traffic accidents have been caused by this? Debbie will let faculty member know we discussed this.

The topic of the early morning classes using the loop road was brought up because of safety issues. This continues to be a problem with student in the roads and the fact that cars speed. Something needs to be done before someone gets hit!

Illegal Parking in lot #8. Thank you to Public Safety for ticketing these students. The campus has plenty of parking spaces this semester so there is not the problem we had in the Fall. Danny will look into getting the lights in this parking lot turned on in the mornings.

Nurse will receive a dedicated parking space in lot #8 while Health Center is located in Building 22.

**Spring Flex Days** (March 10, 11 & 12)

Safety committee will have a workshop on Thursday, March 11<sup>th</sup> from 1:00 to 2:15 on an active shooter on campus. Linda will try to get this extended until 2:30 and has asked JoAnn to reserve 3-142 for this session and notify the flex day committee to get the other presentations pushed back by one half hour. The wording on the description for this workshop was altered to eliminate the scenarios.

There will be a 22 minute video and Gary Hoss will ask Craig Denton from the Sheriff's Office to present information to the group. The campus is going to require that all faculty/staff attend this workshop. There will be time for questions and answers after the video.

The purpose of this workshop is to prepare the campus for our Active Shooter Drill taking place in April. A tentative date of April 15<sup>th</sup> has been picked. Safety Committee will follow up with President Mohr to see exactly what he wants to take place during this drill and if this date is good.

We still need a sign that says no guns are allowed on Campus. It should be placed below the traffic rules signs as you enter the campus.

Need a note taker during this workshop to take down ideas.

**AED Locations:**

We have two new AED's and the 2 from Building 5 that need to be installed on campus.

One of the new ones has been installed in the Fitness Center. The other new one will be installed by the elevator in Building 16 along with the evacuation chair. One of the two that will be returned to Building 5 after the remodel will be temporarily located in the Public Safety Officer's vehicle. The other one will be in Building 8.

AED training during flex days will be from an outside vendor, ANNUVIA. Cindy Mak is applying through the vending commission application for money to become a certified AED trainer. Once this happens she will give these classes free to our college.

**Bld. 18 stairwell:** during a power failure or emergency the stairwell doors automatically locks. The only way you can get out of the stairwell is at the bottom floor. There is also poor lighting during an emergency. Discussion: since each floor enables students to get to an open area, the campus would like to be able to get out from all floors. Danny will follow up with the District to see what if anything can be done.

**Bld. 9:** access to back elevator- Discussion: the employee elevator requires a FOB to go up to each floor. The elevator is in the library and there is a security issue when the library is closed.

**Please review** Earthquake Drill Evaluation and give feedback to Debbie this week.