

CAÑADA COLLEGE SAFETY COUNCIL Minutes
February 16, 2006 12:45 PM in Building 1 Room 101

Members:

Susan Traynor	Events Coordinator and Chair
Linda Hayes	Dean of Business Division
Pete Katsumis	Lead Security Officer
Danny Glass	Campus B & G, Facilities Maintenance Supervisor
Rachel Corrales	Operations II Lead
Lesli Sachs	Health Services
Alex Toscano Andrade	AFSCME Night Representative
Jozsef Veres	AFSCME Day Representative
Kathy Smith	Classified Representative
Dottie Shiloh	Classified Representative
Linda Breen	Faculty Representative
Carolyn Jung	Faculty representative

Absent:

Danny Glass	Campus B & G, Facilities Maintenance Supervisor
Jozsef Veres	AFSCME Day Representative
Rachel Corrales	Operations II Lead
Lesli Sachs	Health Services
Carolyn Jung	Faculty representative

Guests:

View past minutes at: <http://www.canadacollege.edu/inside/safety>

CONTENT	PROCESS	WHO	ACTION	O/C
1) APPROVAL OF THE MINUTES 12/15/05 Meeting	approved			
2) Accident Reports:	A dance class student slipped with no injuries. A spiral staircase slip in building 8 reported with no injuries. A had a seizure in 3-142 and 911 was called.	Lesli Sachs		
3) Campus Update	No report	Danny Glass		
4) Old Business	Condensed Emergency Procedure Sheet No report Workman's Compensation report from Vickie Nunes: VN reported that the submittal process and general log is located in the business office. It had been moved to individual departments and divisions but is now back in the business office.	Lesli Sachs Vickie Nunes	Information	C

CONTENT	PROCESS	WHO	ACTION	O/C
	<p>Posting emergency information in each classroom. ST reported that permanent mounts will be derived from the district. In the interim time a card stock posting will be made and will be mounted in each classroom.</p> <p>Emergency Flip Charts. Discussion was raised again about the flip charts and the committee agreed that these should be republished. KS and LH to proof read edits made previously by ST.</p>	<p>Susan Traynor</p> <p>Susan Traynor</p>		
5) New Business	<p>Campus Wide Disaster Simulation tables</p> <p>VN reported that a gravel tape tread was added to the spiral staircase in question in the accident reports and this addition has helped to reduce accidents.</p>	<p>Susan Traynor</p> <p>Vickie Nunes</p>	Information	C
5) Next meeting 5/18/06	Room 1-101			
ADJOURNED AT:	1:30 pm			