

COLLEGE OF THE SISKIYOUUS
SAFETY COMMITTEE MEETING

Minutes

December 10, 2015

Committee members present: Haugen, Kiefer, Luddon, Speck, Healy

The meeting was called to order at 2:05 p.m. in DLC-4.

1. MSP (Haugen, Speck, unanimous) to approve minutes of November 12, 2015 approved as read.
2. Discussion and Action
 - a. AED Policy updates effective January 1, 2016. N. Funk just reported from the JPA meeting that the changes are only for K-12 schools, not community colleges. We may still want to implement the changes as they are not much different from what we are currently doing.
3. Recurring Reports
 - a. RASP – No report
 - b. Keenan Reports – No report.
 - c. Accident Reports – No report.
 - d. Safe Colleges and Safety Shorts – Winter safety note should be sent out before school gets out and again in the spring.
 - e. Maintenance Safety Requests – There is nothing outstanding right now. Ty noted that there are lights not working behind the dorms. She will put in a request.
 - f. Safety Credits – No requests.
4. Project Reports
 - a. Phone intercom testing – Servers indicate it should work. Chris will test it the week of December 21-23 so there will be no interruption in classes.
 - b. Interior pedestrian signs will be worked on in the spring. Quotes can be obtained and the money can be requested for the upcoming budget year. We should get at least two quotes. Ty will work on this.
 - c. SDS Input – Hillyard products are not in MSDS online. New products are not used until they are entered in the program, but we still have old documentation that needs to be logged.
 - d. Gym exit quote – Project is now on hold. The interior door is a fire egress and it is too narrow. The walls are concrete and it will be a problem to create a wider door. Mark will talk with N. Funk about the problem.
 - e. Emergency evacuation maps – Use current maps provided by NMR. Lori will put in a work request to have custodial staff distribute the maps in the rooms on campus once the number of maps has been determined. They should be in place prior to students returning for spring semester.

- f. Yreka's wayfinding still need to be put up. A work request has been submitted and needs to be followed up on for completion. If we need to hire outside help to do so, we can do that.
 - g. Building exterior numbers and signs – A work request is in, so this needs to be scheduled and completed. M. Healy will move the project forward.
5. New Business
- a. The building tour today will be JMSC, Instruction and Cafeteria.
 - b. For information, a homeless shelter will be opening near the Yreka campus. Doug will talk with the Yreka police chief.
 - c. Planning Day will have a presentation on active shooter survival.
6. Old Business
- a. Evacuation point signs – Determine how many we need between the two campuses, and where they will be located. Lori will place an order based on this information.
 - b. Spring disaster training will be a lock-down drill.
 - c. Building roof numbers will be done by July 1.
7. Future Meetings
- a. Lori will research a different time to accommodate faculty schedules.
8. Other
- a. The severe weather protocol was reviewed in November.
 - b. The Red Cross Evacuation Center activation flowchart was reviewed.

Meeting adjourned at 3:05 p.m.

Respectfully submitted,

Lori Luddon