

COLLEGE OF THE SISKIYOU  
SAFETY COMMITTEE MEETING

Minutes  
February 24, 2017

Committee members present: Doug Haugen, Ed Kephart, Eric Rulofson, Phil Clark, Maria Ferrasci, Billy Hefflinger, Calvin Wagner

The meeting was called to order at 11:04 a.m. in DLC-4.

1. **Approval of Minutes:** MSP (Kephart, Haugen, unanimous) to approve minutes of January 13, 2017 as read.
2. **Approval of Agenda for February 24, 2017:** MSP (Haugen, Hefflinger, unanimous) to approve agenda as presented.
3. **Discussion & Action** – None.
4. **Recurring Reports**
  - RASP – We still have 2 ½ days available for RASP training. A security assessment was done in January. Phil again indicated that he can provide a live defensive driving training for our drivers. He will also be doing a fleet safety assessment. Eric shared that everything on the SWACC inspection is completed except the bleachers. Lock-out tag-out training was done today.
  - Keenan Reports - As of January, the District has only had one WC claim. Phil commended the College on the excellent work that has been done to train employees in safety and awareness. New hires are getting ergo evaluations shortly after hire.
  - Safe Colleges – No new information has been released.
  - Safety Requests – There are no safety requests.
  - Safety Credit Requests – Eric would like to use some funds for asbestos removal and campus paving projects. He is obtaining a quote on paving that will go to the VP and President. The plan is to work on the paving project over the summer if funding is available. It may need to be done in phases.
5. **Project Reports**
  - Wayfinding signage in Yreka is still a work in progress.
  - The mower and snow removal brush have arrived and have been in use. Staff feel that it is providing 50 percent better removal of snow from walkways than what we achieve with snow melt.

## **6. New Business**

- Eric has received partial funding through scheduled maintenance to upgrade fire systems and emergency notification intercoms and digital displays on campuses. It may have to be done in phases depending upon costs and funding available.
- Pavement repair over the summer should help with trip and fall claims.

## **7. Old Business**

- Door lock blocks – Eric plans on installing the door lock blocks on both campuses over the spring break. Training needs to be done prior to installation.

## **8. Other**

- Eric has received information about two safety notification products. He shared the info about a sensor that detects gunshots and sounds an alarm if one is detected. The other info is a program that creates a full-screen alert on all computer screens on campus if there is an emergency. Either of these products would entail an on-going cost to maintain the service. The committee asked him to obtain more information on the computer alert program.
- ASB would like to have a digital signboard for emergency notifications.
- Doug recommended that we do a tabletop training for our IMT this year. Response for a suspicious package was a recommended topic.
- Discussion occurred regarding setting up an internship with the ADJ program to have students perform campus security. Eric will bring this topic up with Nancy.
- Bill will talk with the Flex Committee about a flex activity geared towards handling student behavior problems. He does not feel that staff may have sufficient training on how to handle the problem. There was also a question as to what information is available for students to get information on how to report behavioral problems. Student Services has some information.

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**9. Future Meetings – 11 a.m. to 12 noon**

- a. March 10, 2017
- b. April 14, 2017
- c. May 12, 2017

Meeting adjourned at 11:52 a.m.

Respectfully submitted,

Lori Luddon