

COLLEGE OF THE SISKIYOU
SAFETY COMMITTEE MEETING

Minutes

September 14, 2017

Committee members present: Eric Rulofson, Darlene Melby, Lori Luddon, Maria Ferrasci, Cheryl Rosen, Phil Clark

Note taker: Melinda Garland

The meeting was called to order at 11:01 a.m. in DLC-4.

1. **Approval of Minutes:** Minutes for April 14, 2016 was not voted on.

2. **Discussion & Action**

3. **Recurring Reports**

- RASP – Potential to have Keenan’s ex-law enforcement come and do an “active killer” presentation. This would take approximately 1.5 hours and could be done school wide.
- SWACC program allows for 6 hours for Phil Clark to be on campus. Could do Loss Prevention program. This could be done as part of our RASP time. As well as Disaster/ Emergency Preparedness table top exercises.
- Keenan Reports – As a JPA each school affects the others in the JPA. COS 14/15, 6 claims for \$27,833; 15/16, 4 claims, 16/17, 7 claims totaling over \$189,000. Largest of those claims; 1 faculty for \$75K, 1 custodial for \$67K, 1 faculty for \$17K, 1 faculty for \$8K and 1 food service \$8K. JPA wide 132 claims.
- Employee Safety Communications
- Employee Accident Reports – None to report
- Safety Requests – There are concerns regarding pigeon droppings that we are addressing.
- Safety Credit Requests – crosswalks at Siskiyou way.

4. **Project Reports**

- Wayfinding signage in Yreka; building numbers are changing so this is still a work in progress.
- Summer pavement rehabilitation project was able to address some of the trip hazards Phil Clark had on the Trip/Fall campus survey. Lot by the dorms still needs to be done but funding is the issue. During the pavement project, safety design changes were made, including stop signs, crosswalks, signage and a blinking stop sign.

5. New Business

- The 5911 maintenance emergency line was launched at beginning of the fall semester. This is a 24 hour campus line that we respond to even over the weekend. This is not replacement for 911. Staff and students can also use this number for an escort to their vehicle when it is dark.
- Starting in next few weeks we will have Night Administrator on duty, Monday – Thursdays from 5 p.m. to 10 p.m.
- The surplus sale is underway. We hope to use proceeds to purchase campus directory signs.
- Eric discussed installation of crosswalks at Siskiyou Way coming into campus. Cost for torch down material which glows in the dark, would be approximately \$2K. We would like to use safety credit money. There is approximately \$38K available. MSP Lori and second by Cheryl to recommend College Council request safety credit money for the torch down material. Noting that new protocol is recommendations to Cabinet and then to College Council, rather than Safety Committee making the final decision as we have historically done.
- Discussed having Disaster preparedness as its own committee, due to it being such a large, important area. Making sure that Yreka has at least one member on that committee.
- Cheryl brought up safety cameras for Yreka. Eric said this is something that is being looked at. Lori will follow up with Karen at Keenan to see if our safety credit money can go to that since it is safety related.

6. Old Business

- Lori has submitted for a Foundation mini-grant for 40 additional Lock Bloks.
- Alertus emergency notification software information was forwarded to IT for research on implementation. Eric will follow up with Chris in IT on this.
- Discussed possibly changing meeting times to 12:30 p.m. Melinda will check with faculty members to see if that time works better.

7. Future Meetings – 11 a.m. to 12 noon (12:30 possibly once faculty is contacted)

- a. November 9, 2017

Meeting adjourned at 12:03 p.m.

Respectfully submitted,

Melinda Garland