

COLLEGE OF THE SISKIYOU  
SAFETY COMMITTEE MEETING

Minutes

December 6, 2019

Committee members present: Veronica Rivera, Crystal Fahey, Jenny Heath, Mandy Twitchell

Not present: Darlene Melby, Theresa Richmond, Ed Kephart, Nancy Miller, Desiree Kaae, Phil Clark, Doug Haugen, Maria Ferrasci

Note taker: Melinda Garland

The meeting was called to order at 9:05 a.m. in DLC-4 and Yreka via webcam.

**Approval of Minutes:** Due to so few members, minutes from October 25, 2019 will be brought to January 31<sup>st</sup> meeting for approval, along with today's minutes.

### **Recurring Reports**

- RASP – Phil Clark is not here today.
- Keenan Reports
- Employee Accident Reports – 1 accident, happened October 4<sup>th</sup> but not reported until December 2<sup>nd</sup>. Says location is off- campus. Ronnie will ask Kelly Groppi.
- Student Accident Report – 0 student accidents reported
- Safety Requests – no new request
- Safety Credit Requests – acrylic sign holders for posting quarterly Safety Tip Campaign flyers are on order. JH will make the first flyer regarding signing up for Everbridge for weather and campus closure information. Can Yreka request more cameras? Possibly do this as a CQUIP?

### **New Business**

- CalOSHA/ Keenan Reporting requirements for illness /injury/ death ~ VR will make the changes in the IIPP.
- JH did the review and re-write of the 5911, there are 2 suggested changes. JH will update with those changes.
- Burt Peritti came in to meeting 9:18 a.m., said he was sent an email invitation, just does not remember who invited him. BP did ask a question from group of admins, if the Night Admin needed to stay as late as 10 p.m. There are classes that run until 10 p.m. mainly in Science building and people do call the 5911 for the Safe Walk to their car.

### **Old Business**

- Keenan I AM READY ~ DM not here to ask where we are and if she has had a change to get information on a training for a lockdown using RASP days. JH recommends that when it is scheduled, do so on a Flex day to get more faculty to participate.

- IIPP page 11 add SB1343, every 2 years employees must complete sexual harassment training.
- Company Nurse ~ HR (NM was going to talk to Kelly Groppi) look into getting stickers on phones and if the information is in the new hire information packets too. Company Nurse is for employees, student workers, adjunct staff.
- VR ~ Working with IT to get update on the” all call” system and getting people trained.

### **Other Items**

### **Future Meetings**

- Friday January 31, 2020, 9 a.m. – 10 a.m.

Meeting adjourned at 9:38 a.m.

Respectfully submitted,

Melinda Garland