

COLLEGE OF THE SISKIYOU
SAFETY COMMITTEE MEETING

Minutes

October 26, 2017

Committee members present: Eric Rulofson, Darlene Melby, Lori Luddon, Nancy Miller, Ed Kephart, Dr. Doug Haugen

Note taker: Melinda Garland

The meeting was called to order at 11:00 a.m. in DLC-4.

1. **Approval of Minutes:** Minutes for April 14, 2017 motioned by Ed Kephart, 2nd by Nancy Miller. Minutes for September 14, 2017 motioned by Lori Luddon, 2nd by Darlene Melby.
2. **Discussion & Action:** Ask for a Safe walk by calling 5911 email out to everyone. Also email to address parking in the gravel area due to safety concerns in that area.
3. **Recurring Reports**
 - RASP – no report
 - Keenan Reports – no report
 - Employee Safety Communications
 - Employee Accident Reports – 1. Hot water splashed from well in kitchen, hit upper thigh. Corrective action, be aware of depth of water in wells. 2. Leg of couch slide onto student employee's toe. Safety training on going. 3. Dog bite, knee of employee. Be aware when students/ people have dogs; not all are friendly. 4. Hand caught between a rolling welder and sheet metal cabinet. Wear gloves and slow down were corrective action.
 - Safety Requests – 1. Parking in gravel area by apartments. Suggested No Parking Signs to start to make people aware. Order signs and post. 2. Speeding in parking lots. Especially in front of Welding and Gym Annex. Suggested calling Weed PD with times to patrol and ticket speeding vehicles. Dr. Haugen will call Weed PD regarding those times. Also suggested, placing the portable speed bumps we have. One by ESTC to start once signs come in.
 - Safety Credit Requests – 1. Quote received for the torch down for crosswalk at Siskiyou Way and to redo the stop bars. Approximately \$3,000. 2. Security system and cameras in Yreka. Looking to allowing Yreka PD to monitor through our cameras. Also adding cameras in Weed in bookstore and food services. Approximately \$20K. Motion to use safety credit money by Nancy Miller, 2nd by Lori Luddon.

4. Project Reports

- Wayfinding signage in Yreka; building numbers are changing so this is still a work in progress.
- Wayfinding signs on Weed Campus taken down to be redone by the original sign maker. Will be back up in the next few days.
- Meeting November 1st with potential design firm for the artificial turf for the football/ soccer field. Check with colleges out of area, without their own security team, to see if they are leaving fields open or locking them.

5. New Business

- Program Eric learned about at conference in Napa. Students/ staff can download to phone and they can let a friend or security know when they are going to their car or dorm at night. Then if they do not check back in within 5 minutes, security is alerted. Using as a tool for student safety.
- Dark between corner of cafeteria and dorms. Lighting is being looked at throughout campus.
- Vegetation may be taken all the way out on both sides of student center.
- Restocking first aid kits. Lori has band aids available to restock kits.

6. Old Business

- Alertus emergency notification software information was forwarded to IT for research on implementation. Eric spoke with Chris in IT on this. Chris is aware and will look into it as soon as he has time.
- Everbridge sign ups and how are those going. Dr. Haugen stated student club went from 100 last year to over 600 this year. Continue to encourage people to sign up.

7. Future Meetings – 11 a.m. to 12 noon

- a. Second Thursday of every month. Next meeting scheduled for December 14, 2017

Meeting adjourned at 12:00 p.m.

Respectfully submitted,

Melinda Garland