

COLLEGE OF THE SISKIYOU
SAFETY COMMITTEE MEETING

Minutes

December 13, 2017

Committee members present: Eric Rulofson, Darlene Melby, Lori Luddon, Ed Kephart, Maria Ferrasci

Note taker: Melinda Garland

The meeting was called to order at 11:07 a.m. in DLC-4.

1. Approval of Minutes: Minutes for November 16, 2017 motioned by Lori Luddon, 2nd by Darlene Melby.

2. Discussion & Action

3. Recurring Reports

- RASP – no report
- Keenan Reports – no report
- Employee Safety Communications – HR assigned mandated reporting short.
- Employee Accident Reports – 3 total. 1. During class demonstration, fell on floor injuring ribs. 2. Slip on icy sidewalk. 3. Student worker moving frozen plywood, one leg fell into trench.
- Safety Requests – 1. SWACC inspection regarding tennis court walk through. 2. ATC floor replacement – floor has carpet covering bare areas of concrete.
- Safety Credit Requests – 1. \$3K requested for additional speed bumps. Darlene recommends we wait to see how the new speed bumps work before ordering more. 2. Request for Safety credit money for parking signs. Recommended by Safety Committee member that Facilities pays for signs.

4. Project Reports

- Artificial Turf project for football field bumped out to 2019.
- Wayfinding signage in Yreka; building numbers are changing so this is still a work in progress.

5. New Business – None to report.

6. Old Business

- South east end of gym traffic issue – discussed painting center lines and installing yield sign on building. Eric pricing on yield signs. Committee agreed to start by painting center lines first when weather permits.
- Signs in the gravel area where people are parking will go up in January.
- Alertus emergency notification software information was forwarded to IT for research on implementation. Nothing from Chris at this time.

- Everbridge sign-ups are ongoing.

7. Other Items:

- Lori did presentation on critical incident stress debriefing.
- Darlene mentioned final draft of key FAQ will be by key request form on the website.
- Procedure for snow days and closure has changed slightly. Information will be at 5:30 a.m. instead of 6 a.m. because of 7:30 a.m. class start times. Eric will be on site before 5:30 a.m. He will brief the President on conditions. The President will decide whether to have late start or a school closure, then contact the phone tree.

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

- Second Thursday of every month. Next meeting scheduled for January 11, 2018.

Meeting adjourned at 11:28 a.m.

Respectfully submitted,

Melinda Garland