

COLLEGE OF THE SISKIYOU
SAFETY COMMITTEE MEETING

Minutes

February 28, 2020

Committee members present: Veronica Rivera, Jenny Heath, Mandy Twitchell, Phil Clark, Doug Haugen, Maria Ferrasci, Ed Kephart, Desiree Kaae, Nancy Miller

Not present: Darlene Melby, Crystal Fahey, Theresa Richmond, Abner Weed

Note taker: Melinda Garland

The meeting was called to order at 9:03 a.m. in DLC-4 and Yreka via webcam.

Approval of Minutes: Minutes from January 31, 2020 JH motion for approval, 2nd MT, passed.

Recurring Reports

- RASP – Fume Hoods March 27th, other days will be used for Emergency Preparedness with Bill Clayton
- Keenan Reports – SWACC next fall, PC will need to have someone open for him.
- Employee Accident Reports – 4 accidents to report
- Student Accident Report – 0 student accidents reported
- Safety Requests – no new request
- Safety Credit Requests
- Quarterly Safety Tips – QR code generators available on line to add to the flyers. Will be changing those to Corona Virus it looks like, as the virus protocol changes.

New Business

- Information on the Corona virus – PC, should be part of our overall preparation, to be part of bigger picture. PC will try to get Keenan information out to us, to try to be as prepared as possible. MT – is there work from home plans?
- Custodial staff has put up hand washing signs in all bathrooms.
- PC – if we get mask, it is voluntary and we would have to handout the appendix for the respiratory protection plan.
- ASC computer lab workers – reminder to them to be diligent and continue to wipe down all labs areas and computers between users.
- Talk with café people to wipe tables down more often their current once a day.
- EK ~ are all teams wiping down the weight equipment after workouts with the provided disinfectant wipe? EK will make up signs to hang in weight rooms.
- PC reminded committee that if employees are using the cleaning products, human resources needs to assign them safe handling DPR course. If students use it, then they do not have to do the Keenan training.
- DH ~ with extended closure, has the Office of Instruction started working on a remote/ online class plan? JH motion to contact Char Perlas to think ahead/ request

this plan, so we are thinking ahead. DH 2nd, VR will reach out and see what committee needs to follow up with this.

- Location for the MDS link on Safety Committee page needs to be pushed. We can change and go with Keenan to keep this updated. If the IIPP states there is a binder in a certain location, then we have to make sure the binder is in that location. Keenan annual is \$1,850. We could use next year's RASP days to have them come to do the beginning inventory.

Old Business

- Keenan I AM READY - RASP days. JH recommended in the last meeting, that when it is scheduled, do so on a Flex day to get more faculty to participate. May 22nd is suggested. It will be focused on Active Killer
- ADA survey is being done by Veronica. Checklist for each building with an ADA compliance.
- 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. Will need this for active shooting on campus drill

Other Items

Future Meetings

March 20. 2020 10 a.m. – 11 a.m.

Meeting adjourned at 10:00 a.m.

Respectfully submitted,

Melinda Garland