Safety Committee Meeting Agenda

October 25, 2011

**Updates/Unfinished Business**

1. AED Updates
* RFC to Project Heartbeat pending—Nicole
* Status of training and batteries—Nicole /Marty
* Status of location and number of AED’s—Tim F.
* Make maps of AED locations available to public/medical/EOC
1. IIPP Update—Anne
* Managers to be trained (Train the Trainer) in November along with Conflict Resolution training
1. Driving on Campus—Joel
	* Drafting operating procedure; provided to SC members for review
2. Rule for skateboards on campus—Joel
	* Draft administrative procedure
	* Contact city/county for enforcement
3. Training/resources/procedures/policies for employees dealing with community/students/staff who may be experiencing extreme stress Update—Tim C.
* Conflict resolution to be provided to managers (train-the-trainer) in November and to interested employees
1. Eyewash Stations Update—Bruce/Tim F./Marty
* Provide portable barriers to capture water from eyewash/shower stations
* Where to purchase
1. Monthly safety topics for campus—Anne
* Online availability of materials
* Monthly e-mail reminders and topic
* Links to Bongarde Safety Briefing (ASCIP and Intranet)—Walter and Marty
1. DSPS—resurrect carts for students to get around on campus—Tim F.
* Requested letter from department regarding their decision-making process
1. Emergency Phones/Call Boxes on 3rd Floor of Parking Structure—Joel
* Two are not in working order
* Both emergency phones repaired two days following the September SCM
1. Emergency Phones/Call Boxes in parking lot of district offices—Joel
* Need signage
1. Posting of Safety Committee Meeting minutes on Intranet—Tim C.

**Ongoing Reviews**

1. Employee injuries for September 2011—Wendy
2. Safety Inspections
3. HazMat—Marty
* Hazardous waste pickups
	+ Spreadsheet
* Agar disposal procedure
* Chemical inventory
1. Monthly Safety e-mail
* Topic for monthly e-mail

**New Business**

1. Other
* Campus closure gates—Tim F.
	+ Gates have no Fire Department locks so we can’t close them

**Next meeting: November 22, 1-2:30 pm in DACR**