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**