

# Safety/Hazmat Committee Meeting

November 27, 2012

1:00 pm

**Present:**

Nicole Boyer  
Wendy Corbin

Cliff Diamond  
Bruce Farnham

Anne McCown

**The committee met and discussed the following action items:**

- **Driving on Campus**— Cliff Diamond commented regarding the driving on campus policy with the Chancellor and Vice Chancellor. The Chancellor asked the committee to work with policy and submit to the Board. Regarding skateboards on campus, Tim Flood plans on creating more visible signage so the message is more obvious. An instructor said we should paint on the sidewalks that there are no skateboarding on campus. Cliff still wants to move toward an enforceable model for skateboard/bikes/scooters on campus.
- **Loss Allocation Program**—Tim Corcoran wanted to talk about allocation or chargeback program for claims shared risk on budget items. The safety committee will discuss it in January.
- **Injury Report**—Injuries included District Services repetitive motion and cumulative trauma; Grossmont nursing intern needle stick which was contaminated; a Cuyamaca custodian reported back strain. Three injuries were first aid. Nursing intern was at Sharp Grossmont Hospital and fainted; an administrator from Cuyamaca fell off site for a trip/fall. A nursing instructor hit head on a stack of chairs that was over a couch that was offsite. The committee asked if we were able to subrogate preventable accidents offsite. Nicole to ask Tim Corcoran if we may proceed with liability claims to offsite injuries.

The committee agreed that the footwear policy is not viable at this time. It has been taken off the safety committee agenda.

- **Safety on Campus**—The committee discussed the policy suggestion concerning students bringing their own equipment in. Wendy asked who would monitor the policy. The committee agreed that it might be more of a site by site overview. Committee decided to cancel equipment policy. Hourly employees should still be trained in safety as the contracted employees to avoid unnecessary injuries.

Active shooter protocol was discussed. Cliff will perform a refresher for everyone, but is concerned with consistency. Video was used last semester, with great feedback. The County of San Diego emergency services have developed protocol. Cliff mentioned working with the county to standardize the basics of safety on campus. Cliff also replied that he had to order fire extinguishers and that there is lax action regarding safety issues and equipment.

- **Hazmat**— Anne took a small training session on MSDSOnline. Anne is an administrator, along with Bruce Farnham and Tim Flood. Farnham still searches online for MSDS, as that method is quicker than searching through the current MSDSOnline system. Over 1200 MSDS are listed for our organization. The discrepancy for MSDSOnline between both campuses is apparent. Cuyamaca has more MSDS listed than Grossmont. Anne adds MSDS to the online from the company or any that she receives. When Marty left, he mentioned we had the MSDSOnline for 3 years. The inventory also helps us with our hazardous materials business plan.

Anne will follow up with more information for committee questions, i.e. is it an inventory? How much does the additional service cost, etc. Bruce said the chemical inventory was not completed at Cuyamaca. We are required to keep MSDS for 30 years. Anne will follow up with Bruce regarding Cuyamaca's chemical inventory.

Bruce is collecting non-hazardous latex paint. Bruce just ordered two drums to dispose of the paint. New recycle program will only take 5 gallons. Melissa will have lab material, and auto will have brake fluid to dispose of at the end of the semester.

Anne met with Melissa Chandler today regarding hazmat waste. The waste does not need to be labeled as hazardous materials, but rather can be labeled as for "disposal" or "Chemicals to be discarded".

- **Safety Training/Inspections**—Monthly safety emails are being sent to all employees. Safety inspections have not been processed yet. Departments may need extra training regarding the inspections. Most administrators are used to a fully staffed Risk Management Department; therefore, they aren't on board until they have guidance from above.

Meeting adjourned 2:30 pm.

**NEXT MEETING: January 22, 2013 DACR 1:00-2:30 pm**

Any questions regarding the above topics, or to include additional agenda items for the next meeting should be routed to Anne McCown at [Anne.McCown@gcccd.edu](mailto:Anne.McCown@gcccd.edu).