



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Workplace Safety Committee Meeting Agenda
May 27, 2014

New Business:

Ongoing Reviews:

1.) Employee injuries for April/May 2014

- Trends

2.) Safety Inspections

- Inspection requests to begin **before 3rd quarter 2014**
 - To set up on monthly distribution list
 - To determine who will be responsible for which areas (Deans/Admin/Facilities)
 - Inspect 2X/yr—1 time by department and 1 time by Operations Supervisors
 - First e-mail will have intro by Tim C.

3.) HazMat

- Hazardous waste pickups and handling
 - Next pickup targeted for June 2014—money available for last pick up of the year
 - Hazardous Materials inspection expected near end of May/early June

4.) Monthly Safety Email

- Topic for Monthly Online Safety Training
 - April—Fall Prevention/Preventing Slips/Falls
 - May—Ergonomics
 - June—Heat Illness
- Training Results
 - Results as requested

Updates and Unfinished Business:

5.) SDS Online

- Responsible Person: Anne
- Action:
- Discussion:
 - Inventory to be input by ASCIP vendor
 - Confirmed by vendor
 - Campus to be notified of the availability of MSDS Online after the inventory is complete.

Human Resources

- Sodexo MSDS have been added to MSDS online
 - (Vendor) 700 entries completed
 - 400 left to be input
 - Input continuing
 - Target May 30th
- Open/Closed: OPEN

6.) Vehicles on Campus

- Responsible Person: Tim F.
- Action:
- Discussion:
 - Draft went to Tim and Arleen to take through President's Cabinet/Chancellor's Cabinet/Extended Cabinet/DEC.
 - Signs will be posted at each entrance to inner campus.
- Open/Closed: OPEN

7.) AEDs

- Responsible Person: Ken
- Action:
- Discussion:
 - Four (3 GC, 1 CC) new AEDs will be purchased by the District during the FY 14/15 and added to the service agreement
 - Contract provides for training, program management and incident management but does not require us to purchase AEDs through them
- Open/Closed: Open

8.) Emergency Response Training

- Responsible Person: Vic
- Action:
- Discussion:
 - Had tabletop at GC on 4/12
 - It went very well
 - Sherriff's department to attend drill for both campuses on July at Griffin Gate of CC.
- Open/Closed: OPEN

9.) (9)9-1-1 Dialing

- Responsible Person: Tim C.
- Action:
- Discussion:
 - Tim to check with Task Force for status.
 - Classrooms have a button that goes to outside line.
 - Duplicating can make crack/peel instructions to attach to phones
 - Tim to recommend to Sue

- Jack to check with Brian Nath regarding emergency phone posts that aren't directed to 911.

- Open/Closed: OPEN

10.) CAPS Staffing

- Responsible Person: Jack/Tim
- Action:
- Discussion:
 - Jack reported positions approved but not posted.
 - Tim to follow up with HR about open positions.
- Open/Closed: OPEN

11.) ICS Training for Managers/Supervisors

- Responsible Person: Vic/Anne
- Action:
- Discussion:
 - Training company can compress 32 hours into 8 for group of 50 people.
 - CAPS employees required to complete training.
 - Vic to follow up with Sue/Marsha to see if this needs to come through HR.
- Open/Closed: OPEN

12.) Rattlesnakes

- Responsible Person: Jack
- Action:
- Discussion:
 - Jack to call Animal Control and provide training
 - Jack to follow up with Sue, who is talking to the Chancellor.
- Open/Closed: OPEN

13.) First Aid/CPR/AED

- Responsible Person: Anne/Vic/Tim C.
- Action:
- Discussion:
 - ASCIP or Sherriff's Department can do training.
 - Training expected to be in June and December.
 - Tim is getting dates for June training by ASCIP.
- Open/Closed: OPEN

Upcoming Meeting:

MAY 27TH 1-2:30 PM IN DISTRICT OFFICE DACR

JUNE 24TH 1-2:30 PM IN DISTRICT OFFICE DACR

JULY 22ND 1-2:30 PM IN DISTRICT OFFICE DACR