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**GROSSMONT-CUYAMACA**  
COMMUNITY COLLEGE DISTRICT

**Workplace Safety Committee Meeting Agenda**  
**August 26, 2014**

**New Business:**

**Ongoing Reviews:**

**1.) Employee injuries for July/August 2014**

- Trends

**2.) Safety Inspections**

- Inspection requests to begin **before 3<sup>rd</sup> 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
  - Pickups targeted for January and July 2015
  - Hazardous Materials inspection expected near end of May/early June 2014
- Looking for new HazWaste Pickup vendor
- To meet with on-campus generators to discuss procedures

**4.) Monthly Safety Email**

- Topic for Monthly Online Safety Training
  - July—Job Hazards/Good Housekeeping/Fire Protection
  - August—Basic First Aid/Accident Response
  - September—Ladder Safety/Step Stool Safety
- Training Results
  - Results as requested

**Updates and Unfinished Business:**

**5.) SDS Online**

- Responsible Person: Anne
- Action:
- Discussion:
  - Email to be sent to all employees regarding this available resource.
- Open/Closed: OPEN

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## 6.) Vehicles on Campus

- Responsible Person: Tim F./Arleen/Bruce
- Action:
- Discussion:
  - Drafts to go to Jennifer Danks
- Open/Closed: OPEN

## 7.) AEDs

- Responsible Person: Ken/Bruce
- Action:
- Discussion:
  - Four (3 GC, 1 CC) new AEDs will be purchased by the District during the FY 14/15 and added to the Project Heartbeat service agreement.
- Open/Closed: OPEN

## 8.) Emergency Response Training

- Responsible Person: Vic
- Action:
- Discussion:
  - 3-hour 6.5 earthquake in the morning tabletop drill completed.
- Open/Closed: OPEN

## 9.) ICS Training for Managers/Supervisors

- Responsible Person: Vic
- Action:
- Discussion:
  - CAPS employees required to complete training.
  - Vic to follow up with Sue to see if this needs to come through HR.
- Open/Closed: OPEN

## 10.) GC Parking Structure Cleaning/PL Pothole Repair

- Responsible Person: Ken/Tim C.
- Action:
- Discussion:
  - Structure has not been cleaned in 3 years
  - Parking lot repairs need to be made.
- Open/Closed: OPEN

### Upcoming Meeting:

**AUGUST 26<sup>TH</sup> 1-2:30 PM IN DISTRICT OFFICE DACR**

**SEPTEMBER 23<sup>RD</sup> 1-2:30 PM IN DISTRICT OFFICE DACR**

**OCTOBER 28<sup>TH</sup> 1-2:30 PM IN DISTRICT OFFICE DACR**

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