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**GROSSMONT-CUYAMACA**  
COMMUNITY COLLEGE DISTRICT

**Workplace Safety Committee Meeting Agenda**  
**March 24, 2015**

**New Business:**

1.

**Ongoing Reviews:**

1. **Employee injuries for February/March 2015**

- Trends

2. **Safety Inspections**

- Inspection requests to begin by first quarter 2015
  - 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-month Pilot Program on each campus
    - Facilities/Operations/Maintenance/Grounds Departments
    - Send completed forms to Anne

3. **HazMat**

- Hazardous waste pickups and handling
  - Pickups targeted for January and July 2015
- Looking for new HazWaste pickup vendor for GC campus
- January 13 meeting (1 pm – 2 pm) with HazMat vendor (Carol Nolan)
  - Changes to GC labels, storage; attended by several generators; to form Work Group to write Hazardous Waste Management Plan; training
  - Forming Work Group

4. **Monthly Safety Email**

- Topic for Monthly Online Safety Training
  - February—Back Injury Prevention/Safe Lifting
  - March—Hazardous Waste Disposal/SDS/Chemical Safety
  - April—Fall Prevention/Preventing Slips and Falls
- Training Results
  - Results as requested

*Human Resources*

## Updates and Unfinished Business:

### 5. SDS Online

- Responsible Person: Anne
- Discussion:
  - Our physical inventory has been entered into SDS system
  - Carol provided an Excel version, easier to update inventories
  - Chemical inventories in Excel distributed to appropriate departments
- Open/Closed: OPEN

### 6. Vehicles on Campus

- Responsible Person: Anne
- Discussion: Draft submitted to Jennifer Danks
- Open/Closed: OPEN

### 7. AEDs

- Responsible Person: Cheryl
- Discussion:
  - Four (3GC, 1CC) new AEDs will be purchased by the District during the FY 2014/15 and added to the Project Heartbeat service agreement
  - Cheryl to order 4 AEDs, 6 pads and 3 batteries (pads and batteries to be on hand)
  - Request for portable AED units for Sheriff Department vehicles
- Open/Closed: OPEN

### 8. Emergency Response

- Responsible Person: ~~Vic~~
- Discussion:
  - Have been having workshops on Active Shooter
  - Vic proposed quarterly training by Sheriff's Department
  - Departments can request this training
  - Red Cross bin storage for supplies
- Open/Closed: OPEN

### 9. ICS Training for managers/supervisors

- Responsible Person: ~~Vic~~ Tim/**Cheryl**/Kimberly
- Discussion:

- Vic to talk to Tim about requiring ERT through HR—Vic talked to Cheryl, who took notes for Tim; Kimberly to follow up with Tim/Cheryl
- Training mandatory and will affect eligibility for federal emergency preparedness grants as well as FEMA reimbursement monies
- Open/Closed: OPEN

**10. GC parking structure cleaning /PL pothole repair**

- Responsible Person: Ken/Nicole
- Discussion:
  - Next summer (2015) 4 parking lots to be restriped
  - CAPS to re-stripe speed bumps on GC campus road
- Open/Closed: OPEN

**UPCOMING MEETINGS:**

**MARCH 24, 2015 1-2:30 PM IN DISTRICT OFFICE DACR**

**APRIL 28, 2015 1-2:30 PM IN DISTRICT OFFICE DACR**

**MAY 26, 2015 1-2:30 PM IN DISTRICT OFFICE DACR**