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GROSSMONT-CUYAMACA  
COMMUNITY COLLEGE DISTRICT

**Workplace Safety Committee Meeting Minutes**  
**April 28, 2015**

**Attendees:** Ken Emmons, Nicole Conklin, Lori Senini, Linda Jensen, Kurt Brauer, Bruce Farnham, Randy Clark, Gene Gay and Anne McCown

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

**New Business:**

- Development of a new committee, Public Safety, Parking & Campus Services Committee, chaired by Nicole Conklin, CAPS, will be focusing on parking issues, snakes, complaints, general campus issues; basically, the issues we have been discussing with the exception of Safety and Hazardous Materials. Topics that fall under the purview of the new committee will be sent to Nicole to include in her committee. A Sheriff's Department representative will not be attending the Safety Committee, so all topics that relate to the Sheriff's Department will be sent to the EOC.

**Ongoing Business:**

- 1.) Employee Accidents/Trends:** There were 4 accidents since the last meeting on March 24, 2015.
  - 3/23/15 – Grossmont College: Financial Aid employee suffered right hand strain while learning skills in self-defense class held during Classified Staff Appreciation Day at the Cuyamaca campus; no lost work time.
  - 3/25/15 – Grossmont College: Grounds employee suffered multiple upper body injuries due to repetitive work and equipment use; no lost work time.
  - 4/2/15 – Grossmont College: Custodian crushed his right foot/ankle when the floor scrubber hit his foot/ankle while he was changing the brush on the bottom of the scrubber. It was late in his work shift and he lost focus; this employee did lose time from work.
  - 4/8/15 – Grossmont College: Custodian suffered neck/back strain and back contusion when he was shoved by a co-worker; this employee did lose time from work.
- 2.) Safety Inspections:** Anne McCown has not received any inspection forms from either campus; this program is on hold.
- 3.) HazMat:** Our next schedule hazardous waste pickup will be in July.

- Work group met on March 23, 2015 to discuss Hazardous Waste, the *Hazardous Waste Management Plan* and training. Anne McCown is writing the Plan from a sample provided by Carol Nolan, ASCIP vendor, and Theresa Crume is compiling the chemicals from all departments. The next meeting is expected to be in May.

#### **4.) Monthly Safety Email:**

- Topic for Monthly Online Safety Training
  - March – Hazardous Waste Disposal/Safety Data Sheets/Chemical Safety
  - April – Fall Prevention/Preventing Slips and Falls (Includes Universal Waste and an update on GHS)
  - May – Ergonomics

#### **Updates and Unfinished Business:**

##### **1.) SDS Online:**

- The District will be hiring a company to do our chemical inventories on each campus. Ken suggested MGTL, Carl Tucker. We will also check with Protech ECS and Occupational Services, Inc.

##### **2.) Vehicles on Campus:**

- Anne submitted a draft to Jennifer Danks, who responded that it is now being reviewed by Sue Rearic. Paula Tillery will alert us to the status of the draft. This topic will be transferred to the new Public Safety, Parking & Campus Services Committee.

##### **3.) AEDs:**

- AEDs are currently on hold as a decision is being made as to whether or not these will be an ongoing part of our campus. Randy will be taking this to his management meeting to see where we are on this topic.

##### **4.) Emergency Response:**

- We will no longer have a Sheriff's Department representative on this committee, so this topic will be transferred to the EOC, where there will be a Sheriff's Department representative.
- Randy shares with this committee that the Red Cross Container is on our campus located on the baseball field. We have signed a contract with the Red Cross so that they can use our campus as an Emergency Disaster site.
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**5.) ICS Training for managers/supervisors:** This is another item that will go to EOC. No current updates.

**6.) GC pothole repair and speed bumps:** This item will go to the Public Safety Committee.

- Parking lots 2, 3, 4 and 4A will be under construction this summer

**5.) Early morning and late night walkers on the tracks and athletic fields:** This topic will go to the Facilities Committee. Gene provided pictures of signs by email that already exist and address the topic.

**Next Meeting:** May 26, 2015, 1 – 2:30 p.m. in DACR. Any questions regarding the above topics, or to include additional agenda items for the next meeting, please contact Anne McCown at [Anne.McCown@gcccd.edu](mailto:Anne.McCown@gcccd.edu).

**Meeting Adjourned:** The meeting was adjourned at 1:40 p.m.