

**MIRAMAR COLLEGE**  
**FACILITIES, HEALTH, AND SAFETY COMMITTEE**  
**Draft Minutes**  
**Thursday, February 6, 2025**  
**1:00 p.m. – 2:00 p.m.**  
**N-206**

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**Present:** Lezlie Allen, Jon Alva, Brett Bell (Co-chair), Landa Cain, Barbara Clark - Jon Proxy, Cory Castro, Lucy Gates, Adrian Gonzales, Daniel Gutowski, Calvin Le, Michael Odu, Hannah Pierce (Co-chair), Darrell Rankin, Tosh Tephaseuth.

**Vacancies:** Faculty (1)

**Guests:** Carina Castro

**Absent:** Blaize Fonseca, Chloe Kim, Claudio Nevell

**Call to Order:** 1:00pm

With quorum

**Action Items:**

**Approval of Agenda:**

- I. **Approval of the Agenda** – Motion to approve: MSC – L. Allen, H. Pierce, Unanimous
- II. **Approval of Past Meeting Minutes** – 11/07/2024: MSC – L. Allen, H. Pierce, Unanimous

**Report of Injury or Illness**

**B. Bell:** Discussed reports and incidences of injured employees and students.

**Old Business:**

**Public Art Procedure – Input from College Council**

Shared that the revisions requested and the procedure in version 5 went to college council.

**Menstrual Products**

No update

**Facility Resources Needs Request**

Discussed the new process and where we extract facilities need from Program Review.

Discussed how the resource will be used, procedure and how it will guide the campus.

Will enact this process for test run. If it is approved it will be sent to College Council for review.

Discussed suggestion or criteria needed to be added to be considered.

Discussed difference of one-time request and on-going request.

Discussed what Program Review is and does according to our Accreditation standards.

Discussed when things are requested through BRDS and Technology committee.

Intent is to have a process like BRDS.

**New Business:**

**Vehicle Safety Program**

Shared that the vehicles safety plan has been updated by the District and it has been shared with the Deans.

Still getting feedback of what should be added or needed.

Discussed plans of what safety requirements, for anyone who is driving vehicles on campus. Requirements vary, depending on the District vehicle being used.

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**San Diego Miramar College 2013-2019 Strategic Goals**

Goal 1: Provide educational programs and services that are responsive to change and support student learning and success.

Goal 2: Deliver educational programs and services in formats and at locations that meet student needs.

Goal 3: Enhance the college experience for students and the community by providing student-centered programs, services and activities that celebrate diversity and sustainable practices.

Goal 4: Develop, strengthen and sustain beneficial partnerships with educational institutions, business and industry, and our community.

Training lessons are needed annually.

#### **Annual Chemical Inventory**

Discussed that there have been discussions with the Deans about doing chemical inventory. Requested if that if a chemical has not been used in 3 years, to please discard appropriately. Shared that the department has already received old chemical no longer in use.

#### **Water Bottle Filling Station**

Shared that there are a number of students in FIRE/EMT program that is need of a water filling station. Classes run up to eight hours and only vending machines are available. Suggested that the request to be added on the department program review and to inform the Dean dept. chair. Dean Hester will need to see if there is a process to identify a budget.

#### **Narcan with AEDs**

Suggested that a Narcan portable kit or Narcan station be available near the AED box. Shared that there are some locations that has Narcan kits, but nothing close by and no lists of where they are located. Suggested a mounted case for Narcan or a pull station for Narcan. Suggested that the Occupational Environment Health & Safety Coordinator develop an inventory of where we have Narcan available on campus. Suggested to have some in Dean's area so faculty know where to go, if needed.

#### **Announcements:**

##### **I. Next Meeting**

Thursday, March 6, 2025: 1:00 - 2:00 p.m.

##### **II. Adjourn: 1:50pm.**

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#### **San Diego Miramar College 2013-2019 Strategic Goals**

Goal 1: Provide educational programs and services that are responsive to change and support student learning and success.

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