

**SAN DIEGO MIRAMAR COLLEGE
SAFETY COMMITTEE**

**Minutes
Wednesday, December 12, 2018
Room L-108 1:00 p.m.**

Attended: Brett Bell, Craig Winger (for Diana Medero), Dane Lindsay, Donna Sanmur, Francine McCorkell, Josh Beall, Lezlie Allen, Linda Seamans (for Diana Medero), Linda Woods, Lorena Telo, Martin Walsh, Patti Hunter, Paul Chlapecka, Roy Kinley, & Vuong Nguyen

Absent: Dan Gutowski, Daniel Vera, Diana Medero, Frank Fennessey, Jeff Hughes, Karen Woods, Kurt Hill, Laurel Slater, Lisa Howard, Michael Lopez, Patrick Breen, Sean Young, & Stephen Um

- 1) Approval of December 12, 2018 Agenda: (MSC, M. Walsh, D. Lindsay)
- 2) Approval of November 14, 2018 Minutes: (MSC, L. Woods, M. Walsh)
- 3) Injury/Illness and Accident Investigation Reports Received Since Last Meeting

11/26/18: At approximately 11:30 a.m. while attempting to open the women's restroom door with left hand in the M building someone inside shoved the door open and the sign on the front of the door scraped knuckles on a student's middle & ring finger on right hand. The student was seen by Student Health Services and went back to class. *B. Bell asked the committee if they had any questions or concerns about this incident. None were identified.*

12/04/18: At approximately 2:00 p.m. in an art lab in the H building a student was carving through a linoleum block and the carving tool slipped into the left thumb resulting in a 3 inch laceration. It was unknown if the student went back to class, to the hospital, or home. *B. Bell stated that he checked with the school and as far as they know there is no PPE required for carving linoleum. B. Bell asked P. Chlapecka if he has any insight on the subject. Paul stated that PPE would usually not be required. L. Allen mentioned that the student did not have any experience using the tool so that could have played a role in the incident. B. Bell stated that after further review PPE wasn't the issue; it was more an issue with classroom instruction. B. Bell asked the committee if there were any questions or concerns about this incident. None were identified.*

12/05/18: At approximately 4:30 p.m. a student stepped out of a lab in the S6 building. When the student returned the student appeared pale and weak. Fellow students called for the instructor's attention. The instructor came over and asked a lab technician to call paramedics and campus police. When the police officer arrived to the scene he took over. The student was transported by ambulance. *B. Bell stated there was no follow up as to why the student was pale and weak; we are assuming an illness. B. Bell asked the committee if there were any questions or concerns about this incident. None were identified.*

12/07/18: At approximately 8:00 a.m. a student in the academy began to feel dizzy and experienced shortness of breath as a result of Day 2 Regional Academy Curriculum (close order drill) while going up and down the academy stairs. Paramedics were called and the student was transported to the hospital. *B. Bell asked the committee if there were any questions or concerns about this incident. None were identified.*

- 4) Review/Update

- a. **Emergency Preparedness Plan (Brett Bell)**

B. Bell stated that the last time our safety committee met we discussed updating our campus Command Team Structure. During that meeting our committee had some suggestions for this command team structure. Changes to the structure have been made per the committee's feedback and as long as there are no other concerns we can now incorporate this into our Emergency Preparedness Plan. Within that plan we take the names of the identified team members and attach them to the actual responsibilities to this person. Once the responsibilities are tied to the person we can then send out these responsibilities to those team members so they can understand in writing what they will be responsible for. There are two additional steps related to this plan: **1. C-Cert Training** will be offered January 16th, 17th, and 18th 2019. A roster of identified members has been developed for individuals who will be participating in this training. **2. Site Incident Command Training** will be offered in February 2019. These identified members w/ other management on campus will participate in this training as well. In addition CPR, First Aid, and AED training will be held on January 16th, 2019 for those who have expired certificates only.

b. Campus Safety Environment (Brett Bell)

None addressed at this time.

5) Old Business

- a. **SDS Database Reorganization Plan Update** - B. Bell stated that this action item is tabled.
- b. **Keenan Training for Spill Management** - B. Bell stated that this action item is tabled.
- c. **Annual CHP/ Haz Mat Training** - B. Bell stated that we have set a goal to complete these trainings in Spring 2019. B. Bell announced that we have a new Environmental Occupational Health & Safety Coordinator, Dan Vera who will assist with these trainings.
- d. **HAZWOPER Training** – B. Bell stated that the new Safety Coordinator, D. Vera, is certified to conduct these trainings on campus. We will be utilizing him to do our HAZWOPER Training on site instead of online.
- e. **Campus Evacuation Training** - B. Bell stated that this is still being worked on with Lieutenant, Diana Medero.
- f. **Command Team Personnel Assignments** – B. Bell stated that this topic was already discussed in the Emergency Preparedness Plan.

6) New Business

- a) **Speeding Next To Child Development Center Drop Off Area (College Police Officer, Craig Winger)** - There continues to be a concern for CDC children & students of cars speeding through the drop off area. CPO, C. Winger suggested to build a new parking lot specifically designated as a drop off zone on the west side of the CDC (F2) building. This solution will discourage parents from parking at the Welcome Center where they have to cross a busy road and utilize this new lot that will be closer & safer. Ideally having a designated parking lot on the same side of street where the CDC building is will help keep the children safe.
- b) **Parking Structure Near Child Development Center (Lezlie Allen)** – L. Allen stated there are blind spots inside Parking Garage G4 located by the Child Development Center. There is a concern with children being hit as the cars speed through the structure down and around to exit. There are no white lines that divides traffic nor a safe walkway for those walking to and from their parked cars. There are also no speed bumps to slow the cars down as they are driving to exit the structure. *B. Bell stated that all parking garages typically have blind spots and there is no requirement for lines; however there is a speed requirement for drivers. B. Bell will walk the area with Dane to look at the two parking spaces that are creating the blind spot and adjustments will be made to create a safer walking environment in the structure.*

7) Safety Related Items

College Police Officer, C. Winger stated that the police substation will be cleaned for mold December 17th – 20th.

8) Next Meeting: Wednesday, February 13, 2019, at 1 pm, Room L-108