

**SAN DIEGO MIRAMAR COLLEGE
SAFETY COMMITTEE**

**Minutes
Wednesday, June 12, 2019
Room L-108 1:00 p.m.**

Attended: Brett Bell, Calvin Le (for Linda Woods), Cattleya Parnsoonthorn, Dan Vera, Daniel Stillson, Darrell Rankin, Donna Sanmur, Elaine Eng (for Lezlie Allen), Francine McCorkell, Josh Beall, Lorena Telo, Paul Chlapecka, Roy Kinley (for Dane Lindsay), & Vuong Nguyen

Absent: Craig Winger, Dan Gutowski, Dane Lindsay, Frank Fennessey, Jeff Hughes, Karen Woods, Kurt Hill, Laurel Slater, Lezlie Allen, Linda Woods, Lisa Howard, Martin Walsh, Michael Lopez, Patrick Breen, Sean Young, & Stephen Um, Terry Hiett

- 1) Approval of June 12, 2019 Agenda: (MSC, J. Beall, D. Vera)
- 2) Approval of April 10, 2019 Minutes: (MSC, F. McCorkell, J. Beall)
- 3) Injury/Illness and Accident Investigation Reports Received Since Last Meeting

04/08/19: At approximately 4:30 p.m. a student was participating in hose lay training with gloves on. As the student was wiping sweat off face dirt and rocks from the glove got into left eye. Student went back to class. *B. Bell stated that there is nothing that could have prevented this.*

04/10/19: At approximately 5:30 p.m. an employee was cleaning up a storage room and broke a glass vase which resulted in a cut on right middle finger. Employee did not leave work. *B. Bell asked the committee if there were any questions or concerns. None were identified.*

04/17/19: At approximately 8:57 a.m. a student was participating in a defensive tactics scenario and sustained a strain to the right side of neck. Student went to Sharp Hospital. *B. Bell stated that during these aggressive trainings injuries tend to occur and there's really nothing that can be done to prevent them from happening. These students are trained as if they're in real life situations to gain the skills to protect themselves.*

04/30/19: At approximately 8:52 a.m. while walking back to office an employee slipped on a small puddle of water by the 2nd floor elevator and fell on right knee. The report did state that it was a rainy day. Employee did not leave work and it is unknown if the employee was treated for the injury. *B. Bell stated that there are mats at every entry way into the buildings throughout the campus. It is unknown how a small puddle of water formed in that area by the 2nd floor elevator.*

04/30/19: At approximately 1:00 p.m. an employee was working at desk and had an allergic reaction to scented products. Employee did not leave work; however was out ill (3) days following the incident. A new safety rule has been established: Non-use of scented products in the office. *B. Bell stated that he trusts that everyone has seen the e-mail sent by VC of Human Resources, Will Surbrook, and to take this into consideration in your work environment. There are many people who have fragrance sensitivity so it is appropriate to be respectful to those who have this condition.*

04/30/19: At approximately 1:35 p.m. as an employee was sitting down on a chair the employee missed the chair and fell down hitting head on the wall before falling to the floor. The employee did not leave work and felt there was no need for medical attention. *B. Bell stated that we all have a personal responsibility of being aware of our surroundings and there is no safety rule that can be implemented to prevent such accidents.*

05/03/19: At approximately 9:30 a.m. an employee was loading speakers into a truck and noticed left knuckle was bleeding. Unaware how the cut happened the employee was not able to give any further details. *B. Bell stated when working with Hourly NANC employees we as Contract employees have an extra responsibility to make sure that we train them properly when loading, driving carts, etc. B. Bell asked the committee if there were any questions or concerns. None were addressed.*

05/15/19: At approximately 8:15 a.m. an employee stopped a fellow co-worker and requested for an ambulance to be called. *B. Bell stated that this was non-accident related. Incident occurred due to an illness for which the employee was taken to the hospital via ambulance to seek medical attention.*

05/15/19: At approximately 10:30 a.m. an employee was watching the children play during recess. A basketball was kicked by a child hitting the employee on the front top of head at close range. The employee left work. After the incident the employee was not feeling good and decided to seek medical attention a few hours later. She was admitted overnight for observation. *B. Bell stated that he doesn't think that this accident could have been prevented as children will be children. With this being said no follow up is necessary.*

05/21/19: At approximately 10:00 a.m. a student was in the weight room lifting weights and felt a sharp pain in left bicep. The student was done for the day and went home. *B. Bell stated that this seems to be a muscle strain. He asked the committee if there were any questions or concerns. None were addressed.*

05/21/19: At approximately 12:00 p.m. a student was at the Library carving an art project with a metal tool that slipped and went into lateral pinky finger causing a 1 ¼ centimeter gash. *B. Bell stated that since this is the second injury with an art student he will make a recommendation to the Dean to send out information to his faculty about proper use of tools in the Fine Art department.*

4) Review/Update

a. Emergency Preparedness Plan (Brett Bell)

B. Bell stated that Dan Gutowski has offered to help revise the plan so we will be working on that in the summer.

b. Campus Safety Environment (Brett Bell)

None addressed at this time.

5) Old Business

- a. SDS Database Reorganization Plan Update** - B. Bell stated we have a new volunteer, Calvin Le, to help us with this plan update.
- b. Keenan Training for Spill Management** - B. Bell stated we have not done any additional work on Keenan Training for Spill Management.
- c. Annual CHP/ Haz Mat Training** - B. Bell stated we have not done any annual HAZ Mat Training. We will need to schedule that for the Fall '19 semester. B. Bell will work with Deans, Jesse Lopez and Linda Woods.
- d. Campus Evaluation Training** – B. Bell stated Campus Evacuation Training hasn't occurred yet; however we are keeping it on Old Business to work on that.
- e. Narcan** – E. Eng was able to furnish answers to (3) questions that were asked in our previous safety meeting. What is the price for Narcan? **\$89.00 per dose**. 2. What storage temperature is required? **It's been tested for (6) months up to 104 degrees. Standard temperature range is 59 – 77 degrees.** 3. What is the shelf life? **The shelf life is (30) months so there is a 2+ year window period.** *B. Bell asked E. Eng if she had a recommendation for purchasing this. E. Eng stated that there is value to it and should be further discussed. B. Bell requested that E. Eng discuss with L. Allen to see if Student Health Services can purchase and stock the doses. If not then he'd like to discuss with them some alternative solutions.*
- f. Safety Inspection Reports** – L. Telo stated that she has not received any safety inspections reports from the following buildings: **A1** – Continuing Ed, **A2 & A-3** – Public Safety, **C1, C2, & C3** – Diesel, **C4** – Heavy Duty Advanced Transportation, **H** – Arts & Humanities, **I** – English, **J1** – Gymnasium, **J2** – Fitness Center, **J3 & J4**, **K1** – Bookstore, **M** – Business & Math, **P1** – Aquatic Center, **R2 & R5** – Fire Technology & EMT, **S5 & S6** – Science, and **W** – Distribution & Computing Center. Follow up e-mails will be sent.

6) New Business

- a) **Safety Conscious Recognition Award Announcement** - L. Telo announced the Safety Conscious Employee Award winner... **Congratulations to Calvin Le!** *B. Bell thanked Calvin for all the hard work he does for Sciences. This is a campus wide vote which means everyone recognizes Calvin's efforts and the safety committee is just the mechanism by which he is recognized.* Calvin thanked the committee and all who voted for him. L. Telo announced the Safety Conscious Department Award winner... **Congratulations Receiving!** *B. Bell thanked Josh for all the work that he does in the Stockroom. B. Bell stated that Josh has an added value and the campus relies on him tremendously for much more than just receiving.*
- b) **Loose Exposed Electrical Wire Beneath Concrete Benches @ Welcome Center** - P. Chlapecka stated that he noticed a few exposed wires hanging beneath the concrete benches in front of the Welcome Center. He is unsure if they are still there. He stated that Lonny Bosselman noticed some children playing with the exposed wires. *B. Bell stated that he would follow up.*
- c) **Vehicular Traffic On Continuing Education Walkway Adjoining Parking Structure G4** – P. Chlapecka stated that he is noticing cars that are driving on the pedestrian crossway between Child Development and Parking Structure G4. *B. Bell stated that he would follow up.*
- d) **Dirt Triangle West Of Parking Garage G4 Is Being Used For Off Road Adventures** – P. Chlapecka thanked Brett for a speedy resolution to this problem. There is a fence up now that seems to have stopped a lot of cars from off-road activities.

7) Safety Related Items

None addressed.

8) Next Meeting: Wednesday, September 11, 2019, at 1 pm, Room L-108