CALL TO ORDER: The meeting was called to order at 3:05 pm by Committee Co-Chair, George Estrada and the meeting minutes of April 13, 2011 were approved.

ATTENDANCE: Members Present
George Estrada (Co-Chair) Denise Axtell Jay Axtell Barbara Eaton
Philip Clark (Keenan & Assoc.) Dave Freeman
Debbie Goodman Tae Sing (Campus Safety)

Members Absent
John P. Moore, Jr. (Co-Chair) Pearl Alworth Jim Barton Kevin Benzler
Capri Kaur (Student Senate Representative)

I. OLD BUSINESS: - George

- Mission Statement – Status on appointments w/Chris Takemoto? – A few members have had their picture taken.
- IIPP Ad-Hoc Committee – No Report – Ad hoc committee scheduled to meet May 19th.
- Athletic Ball Fields Field Trip Update - Philip inquired as to how the fencing repairs would be handled. George stated the PPD will straighten the curled edges and tie them down. The spiked caps repairs however, would be at the expense of PEAT.
- Arts & Communications March Building Inspection Report Update – The water filter in Rm. 308 was noted as needing to be replaced. PPD replaced on 04/13/11.
- Safety Credit Fund Application Form Template – George/Barbara – The committee reviewed the template and made some changes. Revised template to be presented at the next meeting.
- Power Outages in Wellness Services Update – George and Dave Montagner (SC’s electrician) met w/California Safety to discuss options to monitor and/or be made aware of an outage occurrence. Cal-Safety can notify one individual as part of their service, or more individuals for $35.00/mo. Stand alone systems were discussed and systems on generators were looked into, but a downfall is that the system would not “reset” itself. Denise stated that the refrigerators are monitored by Cal-Safety and inquired as to why Wellness Services’ equipment couldn’t be incorporated into the same system. George explained that the power requirements are not compatible.
- Inquiry of Training for Tutors & Students Update – Philip went over his memo to Theresa and he left the decision up to her and Pat Demo. Philip stated that there are student worker injury claims, which justifies more training. Denise commented that her department has several student workers that need safety training. Philip mentioned different training avenues available. Dave Freeman suggested the HAZCOM training he provides as well.
- Inquiry of “Slippery When Wet” Signage Update – George stated that posting signage indoors to caution of slippery floors is okay, but that PPD should always be called for clean-up.
- Vendors driving on campus Update – George and Denise met and designed methods for vendors. They are: For those vendors who arrive prior to 8am, they may drive on campus as the impact is lessened. Otherwise, vendors will need to park in the parking lots.
II.  OCCUPATIONAL INJURY & ILLNESS INCIDENT REPORTS: - Phil/Pearl
     Philip provided numbers on the impact of worker’s comp costs over the last 4 years. SC’s costs are $1,447,995.00 for 91 claims up to March 2011. The top five injuries are “Struck by ...”. Premiums are driven by claims costs. Debbie stated that she would like to see a comparison between SC and other college districts.

III.  ALLEGED HAZARDS REPORTED TO MEMBERS:
     Tae reported that he had witnessed a near collision involving a truck and a motor cycle in the Pool parking lot. George suggested that Tae show Jim Barton the location and to submit a work order to PPD. George also stated that restructuring of this lot is being considered, but mostly behind the 1800 Bldg. and in front of the 5200 Bldg.

IV.  INSPECTION REPORTS:
     • The Security Phones and 911 Phone Checklist for April noted that the 911 phone on the Main Campus have very low volume. George stated that he would bump up the priority to 1st priority for the electricians.
     • Missing April Reports: Arts & Communication (Theatre) – Received 05/11/11 just prior to the meeting. Athletics, Jay is in the process of completing for his assigned area; Farm, Barbara contacted NRIPS and then spoke to BJ McFarland who is now assigned for his areas; Physical Plant, George and John will ensure that they are completed.

V.  SAFETY COMMUNICATION (notices, procedures, in-service training, etc.):
     • 2000 Bldg. Stage Evacuation Map – Dave reported that Chris Takemoto is in the process of completing evacuation maps for all buildings. He stated that the exit light is out and that the custodial closet is not an exit. George suggested that he put in a work order for PPD to make necessary corrections. Denise inquired about the installation timeline for panic hardware. George will report to the committee at the next meeting what the timeline will be for completion. George and Barbara to work on timeline and priorities.
     • Fall Flex Day SCS Announcement Proposal – George and Debbie stated that per their impression of a response from Pat Demo, it doesn’t look promising that the CSC will have any type of announcement.

VI.  ENFORCEMENT OF SAFE PRACTICES AND RULES:
     None reported

VII.  RECOMMENDATION FOR HAZARD CONTROL:
     None reported

VIII.  OTHER:
     George stated that the Building Inspection form (drafted by the CSC) will be presented to Joe Wyse and Pat Demo for their consideration. If implemented, the chosen inspectors will receive training on completing the form and to take a tour of the Physical Plant for the purpose of understanding PPD’s process for correcting deficiencies.

Meeting adjourned @ 4:35 p.m.

GE:be

Cc:  Joe Wyse, Vice President for Administrative Services
     Pat Demo, Associate Vice President for Human Resources