



SAFETY COMMITTEE MEETING MINUTES

Thursday, January 19, 2023

Via Zoom

Regular Meeting: 2:30 p.m. – 4:00 p.m.

Approved

Members and Resource Staff present: Lorraine Barrales-Ramirez, John Cuevas, Rob Dean, Casey Fortier, Vince Garcia, Max Hartman, Michael Hoffman, Karen Pinkham, Ludmila Prisecar, Megan Rodriguez Antone, Grey Sanderson, Nathan Staples, Diana Tedone-Goldstone, Brian Tupper.

Members and Resource Staff absent: Tony Burrola, Lucas Cantin, Yesenia Haro, Bettina Lee, Ingrid Melgoza, Ben’Zara Minkin, Michele Rudovsky, Louis Tang.

Guests and others present: David Eck, Chialin Hsieh, Kim Lopez, Monica Malamud, Chantal Sosa, Jason Wendt.

AGENDA ITEM	CONTENT
1. Review and Approve Agenda	ACTION: A motion to approve the agenda was made by Casey Fortier and seconded by Michael Hoffman. Motion passed.
2. Review and Approve the December 1, 2022, Meeting Minutes	ACTION: A motion to approve December 1, 2022, minutes was made by Casey Fortier and seconded by Megan Rodriguez Antone. Motion passed.
3. Reports and Updates	<p>Public Safety:</p> <ul style="list-style-type: none"> • There were a lot of weather-related impacts to the campus over the holidays. Interim Captain Rob Dean reported that Facilities did a lot of cleanup and mitigation, and Public Safety officers assisted where they could. • Brian Tupper introduced Jason Wendt, Cañada College’s new Public Safety Captain, who will begin on January 26. <p>Facilities: Karen Pinkham said the weather has been keeping the Facilities team very busy since just before Christmas, and she provided the following updates:</p> <ul style="list-style-type: none"> • Building 1 had problems with water leakage with the recent storms. Facilities is meeting with the contractor and partners on January 20 to walk the building and look at helping with necessary water-proofing measures. • Karen Pinkham commended John Cuevas, lead groundskeeper, and his team for mitigating many of the issues that have occurred on campus due to the weather. During one of the storms, a ravine on the west entry of campus opened up. The area is safe, but people are advised to avoid the area because the ground is still moving, so Facilities will work on that once there is dry weather. • There were two slides near the tennis courts, which buried the courts in mud. John and his team saved the courts by digging trenches and stabilizing all of the earth and mitigating what could have been a disaster for the College.

- Facilities met earlier this week to talk about the dirt mound near the west entry. A lot of the tarping has blown off. The company will be coming back and they will secure the earth and re-cover it. It cannot be moved at this time because it is muddy so work on that will be done when the weather is dry. It was supposed to go to CSM for a project, but they did not need as much as anticipated. It can now be moved off site, but Cañada is hoping to keep some of it here and use it. They are starting to talk about the work that will have to be done this summer to protect the hills near campus.

Other Updates:

- The concrete stair from the Loop Road to the athletic fields is now completed and includes handrails.
- As part of the Loop Road crosswalk safety project near the athletic fields, Facilities installed the crosswalk pole today. The second half with the flashing crossing sign will be installed during the week of January 23.
- A new generator is being delivered during the week of January 23. It is an automatic generator with a three-second delay. It will help keep everything up and running so that Facilities can figure out what is going on when the power goes out.

Comments:

- Lorraine Barrales-Ramirez asked if the contractor is obligated to come back and make the repairs on Building 1. Karen said the superintendent had seen the leaks, and they want to consider a couple of things with the design. They are obligated to make the repairs.
- Grey Sanderson asked if there is an update on the two closest street lights to the athletic center crosswalk and if the timer has been adjusted to be on when it is dark.
 - Karen said they are trying to get to it as quickly as possible. They need to have the software updated because they are having issues controlling it in-house. She is waiting for a purchase order to be issued so the software contractor can program the timer. There are a couple of other lights that are also out, as well as some lights that are not working well near Buildings 18 and 23.
 - VP Prisecar reminded people that if they don't feel safe or comfortable, they can call Public Safety for assistance getting to their car. People are asked to be patient since the College only has so many officers.

Emergency Preparedness Office

Ben'Zara Minkin was not able to join the meeting and does not have any new updates.

Building Captain Trainings Update:

VP Prisecar said that Cañada College met with the other two campuses to summarize how the Building Captain trainings went during the fall semester. All participants who took the course were surveyed and good feedback was provided.

The three-day training is intense and topics are presented back-to-back. Some staff and faculty cannot take the time to focus on the training, so in preparing for the spring, they are looking at different modalities and ways that they could offer the trainings. They will hold back-to-back trainings, but may also look at other options, such as offering the training one day every week while still completing the training in one month. People would have flexibility to take the training at either CSM, Skyline or Cañada. They want to make sure that they get enough Building Captains trained.

	<p>Dates for the spring trainings will be announced. VP Prisecar thanked Vince Garcia and Ben’Zara Minkin for coordinating and setting up the trainings.</p> <p>Human Resources Office: No update was provided.</p> <p>Recovery and Safety Update: COVID-19 Health Officer Ray Hernandez has retired and Ana Pulido, Interim Director of Public Affairs, will be the lead in communicating any new updates. For now, the Return to Campus website is the primary source of information at https://smccd.edu/return-to-campus/. People are encouraged to bring questions or issues to the Safety Committee and VP Prisecar will get clarification.</p>
<p>4. Confirm April 2023 Meeting Date</p>	<p>The original April Safety Committee Meeting date, scheduled for April 20, conflicts with the College’s Flex Day activities and needs to be rescheduled. Two possible dates were proposed: April 6 or May 4. After discussion, VP Prisecar proposed holding the April Safety Committee meeting on April 6 from 2:30-4:00p.m.</p> <p>ACTION: A motion to schedule the April Safety Committee Meeting on April 6 at 2:30-4:00 p.m. was made by Casey Fortier and seconded by Nathan Staples. Motion passed.</p>
<p>5. Building Captain Update (Ben’Zara Minkin and Ludmila Prisecar)</p>	<p>The update was provided under Reports and Updates for the Emergency Preparedness Office in Item #3.</p>
<p>6. The Use of “Homemade” Lab Kits (Ludmila Prisecar)</p>	<p>During COVID, staff in the science labs made in-house lab kits that could be distributed to students. The Safety Committee raised a concern that assembling and distributing the kits could be a liability. VP Prisecar spoke with Roxanne Brewer in the District Office and the district’s insurance broker was contacted, who said the Colleges should stop assembling the kits.</p> <p>Cañada is no longer supporting homemade lab kits and VP Prisecar confirmed with the department that it will not be done next semester. The district also checked with Skyline and CSM and they are no longer doing assembling and distributing the kits.</p>
<p>7. SMCCCD Managers’ Health and Safety Committee Updates from December 5, 2022 Meeting (Ludmila Prisecar)</p>	<p>At a previous meeting, Cañada College’s Safety Committee asked for clarification on the name of the district’s Safety Committee and what their duties and responsibilities are. This request was presented to the district committee at its December 5 meeting.</p> <p>After discussion, the committee was renamed to “District Managers’ Health and Safety Committee.” Committee membership is for managers and supervisors only and meetings are held quarterly. Brian Tupper or the VPAS will report back to the colleges’ committees with any information or feedback.</p> <p>VP Prisecar provided the link to the District Safety Committee, which is under the district’s public safety website at https://smccd.edu/publicsafety/District%20Safety%20Committee.php</p> <p>The committee membership is listed, as well as meeting minutes and video recordings of the meetings. People can watch the meeting video if they are a district employee, however they must first log in to One Login Protect.</p> <p>The following topics were also discussed:</p>

	<ul style="list-style-type: none"> • <u>Fire Blankets</u>: One of the issues raised at Cañada’s Safety Committee Meeting was the need to obtain fire blankets and the topic was brought up to the District committee. VP Prisecar will check with Michele Rudovsky to see how we can get the blankets on campus. • <u>RAVE System</u>: Management of the RAVE system, which is the campus emergency alert notification system, will be transferred from the Office of Emergency Preparedness to Public Safety. • <u>AEDs</u>: The district plans to streamline the different makes and models of AEDs so the same equipment is used district-wide. • The VPAS provide updates and any issues or concerns that their campuses might have. There was also an update on how Ray Hernandez’ duties will be reassigned. Michele Rudovsky will be responsible for the prevention plan, Ana Pulido will provide updates and guidance on the masking policy and the vaccination pop-up clinics will transition to the campus health centers. <p>The next District Managers’ Health and Safety Committee Meeting is on March 6.</p>
<p>8. February 16, 2023 Preliminary Agenda Items</p>	<ul style="list-style-type: none"> • Reports and Updates • Building Captain Update • Other <p>Please email Ludmila Prisecar with any additional topics.</p>
<p>9. Round Table</p>	<p><u>Lockdown Buttons</u>: Nathan Staples asked about the large red buttons that are used to automatically close doors during lockdown situations, how they operate and if they are checked periodically.</p> <ul style="list-style-type: none"> • Vince Garcia said that when the plastic tab is opened, it will emit a local alarm to alert you, but it does not notify Public Safety and it does not dial 911. When you open it and press the button, it should click and should sever the ACAMs connection, closing the door. If it does not, it may have a clamshell at the end, which is holding the door open. If that is the case, people should follow up with a work order to fix it. VP Prisecar said they are periodically checked. <p><u>Other</u>: As people walk around campus and see something, VP Prisecar encouraged them to take a photo and notify Public Safety or Facilities to provide feedback.</p>
<p>10. Next Meeting</p>	<p>The next Safety Committee Meeting will be held on February 16, 2023, from 2:30-4:00pm.</p>
<p>11. ADJOURNMENT</p>	<p>ACTION: A motion to adjourn the Safety Committee Meeting was made by Nathan Staples and seconded by Casey Fortier. Motion passed.</p> <p>Meeting adjourned at 3:17 p.m.</p>