



SAFETY COMMITTEE MEETING MINUTES

Thursday, April 6, 2023

Via Zoom

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

Draft

Members and Resource Staff present: Lorraine Barrales-Ramirez, John Cuevas, Casey Fortier, Ben’Zara Minkin, Karen Pinkham, Ludmila Prisecar, Megan Rodriguez Antone, Nathan Staples, Louis Tang, Diana Tedone-Goldstone, Brian Tupper, Jason Wendt.

Members and Resource Staff absent: Tony Burrola, Vince Garcia, Yesenia Haro, Max Hartman, Michael Hoffman, Chialin Hsieh, Bettina Lee, Eshton Liu, Kim Lopez, Ingrid Melgoza, Manuel Alejandro Pérez, Michele Rudovsky, Grey Sanderson.

Guests and others present: None.

AGENDA ITEM	CONTENT
1. Review and Approve Agenda	There were only 12 committee members in attendance, so quorum was not reached. The draft agenda will be approved at the next meeting.
2. Review and Approve the March 16, 2023 Meeting Minutes	There were only 12 committee members in attendance, so quorum was not reached. The draft minutes will be approved at the next meeting.
3. Reports and Updates	<p>Public Safety: Captain Jason Wendt and Brian Tupper:</p> <ul style="list-style-type: none"> • Jason Wendt said there were no Cañada Public Safety updates to report. He is preparing to transition out of the employee ID process. The Public Safety team is preparing for graduation on May 27. • <u>Dogs on Campus and the Leash Law:</u> Brian Tupper provided an update from the March District Health and Safety Committee meeting about dogs on campus and the leash law. The district is developing signage and will install 8 to 10 signs around the campuses, roadways and in high-volume areas where dogs are walked. Citations cannot be issued because the campuses do not have police officers, however they can kindly suggest that a person put their dog on a leash. He said it is not a big issue in terms of violations. • <u>Recent Storms:</u> The pre-planning meeting conducted by the districtwide Crisis Action Teams helped the colleges prepare for the weather issues they had this spring. Cañada was the most active from a district and college perspective. Cañada spearheaded the training because of the three power outages on campus. • <u>RAVE System:</u> The district’s PIOs now have access to RAVE and received training. <p>Facilities: Karen Pinkham provided the following update: The new generator, which is an automatic generator called an EMPO, has been installed. It is highly functional and when the power goes out again, it will activate instantaneously. Facilities will test the generator on the morning of April 7 and more information will be available after the test.</p>

	<p><u>Comments:</u></p> <ul style="list-style-type: none"> • Lorraine asked about the power outages and the solar panels. <ul style="list-style-type: none"> ○ Karen said the solar panels help to generate about one third of the campus power, however that power is not stored. We offer it back to PG&E and we get credits on our bill. The College is looking into ways in which to harness some of the power that is being generated. Cañada would like to partner with PG&E and other businesses to see how we can be more sustainable. For example, they would like to install LED lighting in Building 9. There are audits that were done and they are looking to see where there might be opportunities for sustainability. <p><u>Building 9 doors and elevator</u></p> <ul style="list-style-type: none"> • The door on the third floor in Building 9 has been problematic. Facilities is working with a vendor to find out what it would cost for an entire new door and store front. Karen would like to replace the door area, but is not sure if it is cost prohibitive. • They are also looking at the elevator in Building 9. • There is a large gap in the outer doors on the south side of Building 9 by the steps leading up to the parking lot. Karen will have her staff look at the door. <p>Emergency Preparedness Office: Ben’Zara Minkin reported the following update:</p> <ul style="list-style-type: none"> • The district is standardizing first aid kits and will be distributed with advanced bleeding kits district-wide. They will be located next to AED units, which are also being replaced throughout the district. • Emergency posters are hung on the walls around the campuses. • Emergency Action Plans are finalized and they are working with HR. • Lockdown/barricade drills will be announced over the Emergency Address System and Ben’Zara has requested that staff notify him of any speakers that do not work. They are looking at the system and considering upgrading to a whole new system. After they try them now, after the storms have stopped, the district would like people to help report back. <p>Human Resources Office: No update was provided.</p>
<p>4. May 18, 2023 Preliminary Agenda Items</p>	<ol style="list-style-type: none"> 1. Approval of April 6 agenda and March 16 minutes 2. Reports and Updates 3. Building Captain Update: They hope to identify fall training dates by the May 18 meeting. <p>Please email VP Prisecar with any additional agenda items.</p>
<p>4. Round Table</p>	<p>Casey Fortier provided a list of questions and concerns on the following topics:</p> <ol style="list-style-type: none"> 1. Install wrong-way signage on campus roads. <ul style="list-style-type: none"> • Jason Wendt will look into this. 2. Stop using Roundup herbicide on campus grounds and at Cañada Vista as there are many pets and children in these areas. A suggested remedy was listed along with YouTube links.

	<ul style="list-style-type: none"> • Karen Pinkham will look into this. There is a pest management plan in place so it will have to be discussed at a higher level. <ol style="list-style-type: none"> 1. First-Aid Only training should be offered. <ul style="list-style-type: none"> • Ben’Zara said there is tourniquet training, but there should be a comprehensive training on first aid. Ludmila asked if there are procedures in place and Ben’Zara will bring the topic back to a future meeting. They are now doing a standard operating procedure as part of the Emergency Action plan. 2. Bloodborne pathogen training should be offered. <ul style="list-style-type: none"> • Michele Rudovsky will provide an update at a future meeting. 3. People are parking in handicapped spaces without placards. <ul style="list-style-type: none"> • Jason Wendt said people can notify Public Safety and they can check and cite appropriately. People should call 650-738-7000 and report which campus, which lot and any other information so their officers can get closest to the location of the violation. 4. Parking lot sign for Lot 1 is missing. <ul style="list-style-type: none"> • Jason Wendt will work with Karen Pinkham. Brian Tupper said a work order can be filled out to have the sign replaced. 5. There have been two near-miss incidents at two separate crosswalks on campus. It is suggested that Cañada install the type of speed bumps used at Skyline College that force drivers to slow down in order to drive over them. <ul style="list-style-type: none"> • Jason Wendt said there may be some other options, but will have to review the details. It was noted that the intersection near Building 1 is busy with pedestrian traffic. 6. There are numerous potholes on campus that need repair. There is a large one in Parking Lot 2 near the entrance to Building 9 and there is a concern with busses trying to navigate the pothole. <ul style="list-style-type: none"> • Jason Wendt and Karen Pinkham will look into this.
5. Next Meeting	The next Safety Committee Meeting will be held on May 18, 2023, from 2:30-4:00pm.
6. ADJOURNMENT	<p>ACTION: A motion to adjourn the Safety Committee Meeting was made by Nathan Staples and seconded by Diana Tedone-Goldstone. Motion passed.</p> <p>Meeting adjourned at 3:13 p.m.</p>