

VENTURA COLLEGE

Minutes of the Health and Safety Committee

Date: 09/17/13

Present: David Bransky, Terry Cobos, Eileen Crump, Greg Gillespie, Mary Jones, David Keebler, Sandy Melton, Jay Moore, Martin Navarro, Chief De La O, Tom O'Connor, Celine Park, Angeles Rodriguez, Jenchi Wu, Khaliqa Wheatley, David Young

Absent:

Recorder: Maureen Jacobs

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
1. Minutes	Reviewed 4/8/13 minutes. There were no comments or corrections.			
2. Old Business	<ul style="list-style-type: none"> • Members introduced themselves and their interests. • "Keep Safe Connections" were passed out. • Ordered 2 new AED's for PAC and one for M & O • All in M & O need to renew CPR (with Kelly Neel) Next CPR Training is 10/25, 1-5 PM in TR16 with Kelly Neel, Ext 6177/1305 or kelly_neel2@vcccd.edu • Currently we have evacuation chairs (2 in LRC, 1 in HSC, 1 in MCE/W) from 3 different companies. New Fernos have arrived and are in M & O pending training and set up. CRC has 2 floors but no chair; but it has a ramp. If M &O gets a couple trained then they can train others, including night staff. We will put locations on maps after assessing the best place for them to be. • Officer Wheatley reported that it was a quiet summer. She asked us to be vigilant and report activity. Problems include student discipline, rather than criminal. Marijuana use is not heightened but steady. • The Chief spoke about BICT team. Issues not reported in a timely manner cause activity to go on for longer time. He asked that problems be brought to their attention quickly. 	<p>Install and train in how to use the new chairs Add to Emergency Map</p>		

	<p>David Bransky reported the good news that the BICT team has been formalized for 2-3 years. We were absent a person in licensed psychology or social work. Many cases have a mental health component. We have 2 new BICT members, licensed MSW and a licensed psychologist. There are a lot more cases where there are psychological issues. BICT is meeting each week and is involved with 9 or 10 students constantly. There are more instructor referrals from the online form.</p>			
<p>3. New Business</p>	<ul style="list-style-type: none"> • Mary would like to include Health in the title of committee. Dave Keebler and the members of the committee agreed and there were no objections. This committee is now the "Health and Safety Committee." • District Emergency Preparedness Committee: The Chief reported that the district provides most of the equipment. The Committee met for first time and discussed training and supplies that are expired. • Blue phones are dialed into the dispatch center. • The Emergency Plan is being reviewed and will be compared to the new state plan that is more geared for Community Colleges. The previous plan is more of a community plan. Mary said that student Health Center has updated the trailers and the first aid kits in the various offices. We need the emergency team on campus to be trained so that we are in compliance to get funding from FEMA. • Emergency Procedures pamphlets are at printer. • Whole phone numbers will be distributed to classrooms and administrative assistants. • Great American Shake Out 10/17/13: Discussion was had regarding designating just one building or involving the entire campus. Mary said if we designate one building then no one else pays attention. Mary suggested having designated staff and students to get word out better. <p>The Chief thinks we need a fire drill as well. It was suggested that we think about doing them together or designate one of the buildings after "Shake Out" for fire drill. Mary doesn't want a panic and thinks we should have "Shake Out" and later have fire drill. The Chief agreed that we should just do "Shake Out" and ask the District to set up the fire drill with the fire department. Sandy Melton said the purpose is to educate everyone.</p>	<p>Edit</p>	<p>November</p> <p>October 17</p>	<p>Mary Jones/ Maureen Jacobs</p> <p>Mary Jones/ Chief De La O</p>

	<ul style="list-style-type: none"> Terry Cobos noted that the City of Ventura will be installing a traffic light on Telegraph near the tennis courts. Also, there is a flashing cross walk across from our theater. 			
4. Proposed Goals	<ol style="list-style-type: none"> <u>Training</u>: To get as many trained in CPR and AED. Organize list of staff trained on AED. Designated staff to be trained in evacuation chairs (from David Young) Identify and evaluate high risk areas that need <u>first aid kits</u> (and replenish). Email faculty to solicit requests and let them know where they are and how to replenish. <u>Lighting</u>: We have cameras that are not low light enabled. There have been some efforts to improve this situation. We are out to bid to improve outdoor lighting and security cameras. Sal Galaviz walks the campus once per month and identifies lights are out. David Bransky noted a long term goal of <u>paving uneven ground</u>. Identify and remedy trip hazards. Jay Moore and Victor Lopez have rated most of the critical areas that the district will include with the other 2 colleges for a large project. Jay Moore would like more <u>ramps for handicap students and staff</u>. Khaliqa asked about <u>falling down the stairs at LRC</u> in the main lobby on the bottom step. Martin said it was redone according to code as were other steps. Sandy Hajas has ordered rugs that say "Watch your Step". Khaliqa suggested a center pole. Mary reported that 3 of 4 students that were seen in the Health center fell as a result of texting on the stairs. She suggested a sign that reads "No Texting on the Stairs." <u>Banning electronic cigarettes</u> will be added to board policy. One of the issues is that with an electronic converter kit- students can put anything in the cigarette. Tom O'Connor suggested a <u>training course on infection control</u>. He will begin investigating this. 			<p>Mary Jones</p> <p>Mary Jones</p>
Next Meeting	10/15, 11/19 , 12/17, 01/21, 02/18, 03/18, 04/15			