



DISTRICT SAFETY AND HEALTH COMMITTEE (DSHC) MINUTES

Thursday, September 19, 2019
EH&S Training Room at 1808 Elliott Avenue
10:30 am – 12:00 pm

2019/2020 Committee Members: Heather Adams, Robert Brownlee, Dawn Carter, Joseph Corcoran, Leslie Crane, Cindy Dickinson/Mary Wyman (Acting for SHS), Jason Escher, Hank Lankford, Kate Jolley, Monica Ohkubo, Scott Lorbeer, Robin McHale, Meea McMath, Susan Muskar, Tina Rosenberg, Whitney Schultz (Proxy for Petaluma- previously Gary)

Committee Members Present: Robert Brownlee, Mary Wyman, Hank Lankford, Monica Ohkubo, Scott Lorbeer, Robin McHale, Tina Rosenberg, Toni Chase (Proxy for Jason Escher), Whitney Schultz (Proxy for Petaluma- previously Gary)

Committee Members Absent: Heather Adams, Dawn Carter, Joe Corcoran, Leslie Crane, Cindy Dickinson, Jason Escher, Kate Jolley, Meea McMath, Susan Muskar

Visitors: None

Quorum: Greater than 50% of membership represented in person or by proxy. (Current = 8)

I. CALL TO ORDER

- i. *PROXIES – Toni Chase for Jason Escher, Whitney Schultz for Petaluma Facilities*

II. HOUSEKEEPING

Review of DSHC structure:

- Josh Adams will be removed from the DSHC as the EOC position temporarily but is interested in coming back potentially for Spring 2020. Until this position is filled PIO will act as Proxy when available to attend.
- Whitney Shultz is acting when able as a Proxy for Petaluma (Formerly Gary Watts).
- The Director of SHS is still a vacant position but Cindy Dickinson and Mary Wyman will share support for SHS as a Proxy for the SHS position.
- There is a new student assigned (Meea McMath) but another position remains open for a student on the committee.

III. APPROVAL OF PAST MINUTES:

- i. ***APPROVAL NEEDED FOR: MAY 16, 2019 MINUTES AND AUGUST 29, 2019 MINUTES.
(Vote Required) – Minutes approved for May 16th and August 29th.***

[M. Mary Wyman, S. Toni Chase ; 9 (Yes), 0 (No), 0 (Abstention)]

IV. OPEN COMMENTS

- i. *None.*

V. OLD BUSINESS

- i. *FACILITIES UPDATE – Lankford –*

1. *Materials have been ordered for Maggini lock project and should be here soon.*
2. *Generator has been installed for SR-Facilities and will be tested on Monday. Petaluma has no building backup generator.*
3. *There are no backup generators at Shone Farm or PSTC. Generators run approximately \$64,000. A fence has gone up around Shuhaw, and the ACs have been removed and will be repurposed at other areas. Two trees were taken down.*
4. *[McHale] – Emergency Management (McHale, Carter), Capital Projects (Liebman) and Facilities Operations (Lankford) are meeting about generators for emergency concerns and design in the microgrid building shedding hierarchy.*
5. *The opening of Burbank is delayed. Staff are going to be moving back in and we are working on the evacuation plan for Burbank.*

VII. NEW BUSINESS

- i. *McHale – AEDs have been ordered for Burbank and Kunde. All new buildings will have AEDs installed in numbers appropriate to need per AED program plan. Ohkubo – There is a lot of pedestrian traffic on pathways in Elliot. This is still an issue.*

Discussion ensued.

VII. REPORTS

- i. ***FACILITY INSPECTIONS (INTERNAL AND EXTERNAL)***

SWACC inspection follow-up audit was completed and should have report soon.

- ii. ***INCIDENT REPORTS, ACCIDENT/EXPOSURE INVESTIGATIONS – Wyman –***
There was a bike accident near the Burdo Culinary Center. There seem to be more bike accidents lately. Two have happened on or near the SR campus and three have happened to students on roads outside the District however SHS is treating the students.

Discussion ensued.

[Rosenberg] Many people don't understand the crosswalk on Mendocino where the lights flash.

[McHale] – For the Bike Accident concerns- the DSHC could put together some quick safety suggestions in an email out from the DSHC, it could also be sent out as a DL.Staff.All.

[Wyman] Can the DSHC work with the Bike Coalition? Mary volunteered to lead the project. Committee volunteers were requested to contact Mary if interested.

[McHale] This is a great suggestion. Robin recommended speaking with David Liebman who works with this in sustainability projects and he may be able to connect Mary to the correct contacts at the coalition.

iii. SAFETY REPORTS

[No notes - Meeting recording lost]

iv. ENVIRONMENTAL HEALTH AND SAFETY DEPARTMENT:

[No notes - Meeting recording lost]

1. GENERAL EH&S UPDATE
2. HAZARDOUS MATERIALS/HAZARDOUS WASTE
3. EMERGENCY MANAGEMENT
4. ERGONOMICS
5. TRAININGS

VIII. ANNOUNCEMENTS

[McHale] Currently, Dawn Carter is scheduled to be away from the District after December 5th for a 9-Month deployment with the Army Reserves. She will have two weeks of training in October and then tentatively she will be gone for one-week of training in November. Toni Chase will act as her Proxy.

IX. NEXT AGENDA

10/17/19 meeting scheduled

X. ADJOURNMENT

Noon