

California State University  
Channel Islands

**SAFETY COMMITTEE MEETING  
MINUTES**

Minutes of March 18, 2020 meeting

**Note:** Due to the events surrounding the coronavirus crisis, this meeting was held online via ZOOM

1) Attendees:

<i>EHS (Director):</i>	Peer Gerber
<i>EHS (Health and Safety Manager):</i>	Joyce Spencer
<i>EHS (Chemical Hygiene Officer &amp; Laboratory Safety Specialist):</i>	Derick Jaramillo
<i>EHS (Safety Specialist):</i>	Derick Nguyen
<i>Campus Recreation:</i>	Joshua Wade
<i>School of Arts &amp; Sciences (Safety Compliance Liaison):</i>	Phil Hampton
<i>Environmental Science and Resource Management:</i>	Emily Gaston
<i>Chemistry:</i>	Scott Duffer
<i>Chemistry:</i>	Marty Labasan
<i>Biology:</i>	Michael Mahoney
<i>Police Department:</i>	Chris Jetton
<i>Police Department:</i>	Curtis Deboni
<i>Division of Student Affairs (Staff Resources Specialist):</i>	Courtney Ellis
<i>ITS (Associate Director of Information Security):</i>	Carlos Miranda
<i>Student Affairs (Director of Residential Education):</i>	Gary Gordon

1. **Introductions-** Peer Gerber welcomed everyone and thanked for joining this ZOOM meeting under these extraordinary circumstances.
2. **Review and approve minutes from December 18, 2019 meeting-** The minutes from the December 18, 2019 meeting were briefly reviewed. Carlos Miranda made a motion to approve the minutes, which was seconded by Chris Jetton. There was a unanimous decision to approve these minutes.
3. **Unfinished Business**
  - (a) **Sea Lions at the CIBC-** Joshua Wade mentioned that Facilities services had not been able to complete the fencing installation and that he would speak with Michael Gravagne about elevating this issue with upper management. Joshua also mentioned that risk to staff, students and visitors is heightened during the June-July KIDS activities. **Update: Work in progress- Wes Cooper is in touch with CI Harbor Patrol for project quotes and funding**

- (b) Biology dept. earthquake-resistant shelving- Derick Jaramillo received a quote from the vendor; however he was informed that funding was removed for lab shelving straps. Derick will stay in contact with the vendor. Derick also mentioned that Maggie Tougas (Emergency management) offered spare straps and Derick shared them with Mike Mahoney and Scott Duffer. Derick will check to see to that they are in use. Peer Gerber offered to help with securing funding, if needed, for additional straps. **Update: Maggie Tougas only has a sample box of these straps. Derick Jaramillo will contact vendor for a new quote and Peer will submit it to Dean Kohli for funding.**

#### 4. New Business

- (a) Peer mentioned that only designated essential personnel can be on campus until further notice. A global message regarding plans for next week should be sent out either Thursday or Friday. Peer also mentioned that the CSUCI Communicable Diseases Preparedness and Response plan contains detailed social distancing guidelines, which can be found on page 16.
- (b) Mike Mahoney informed the committee that a vendor is scheduled to service Biology biohoods and asked if there is any access restriction. Chris Jetton responded that social distancing guidelines should be followed and that there are no current restrictions for vendors/contractors who have to provide essential services.
- (c) Derick Jaramillo reported that gloves and lab coats have been discarded in restroom trash containers. Phil Hampton mentioned that, due to the Covid-19 virus outbreak, it is understandable to some students chose to wear gloves to the restrooms. However, lab coats should never be worn outside of the labs. Peer suggested that a sign should be placed on the affected restroom doors and/or on the lab entrance doors. Derick and Phil will work on it.
- (d) Carlos mentioned that work-from-home laptops will issued to students and staff outside of Lindero Hall main entrance from 10am-12pm Thursday 19 March and Friday 20 March.
- (e) Derick Nguyen mentioned that a Sage Hall plenum inspection is scheduled with a contractor in April. Joyce will coordinate contractor access with Derick.

#### 5. Reports and Miscellaneous Information

- (a) Follow up items

All open items from the previous Committee have been closed.

- (b) Injury Report

Normal processes for prevention and response to accidents and injuries are in place and functioning well.

The following is an injury summary report for the Committee's review:

**Injury Report: 12/19/2019 – 03/18/2019**

<b>EMPLOYEE</b>	8
<b>STUDENT</b>	5
<b>VISITOR</b>	0

<b>Total</b>	13
<b>EMPLOYEE</b>	62%
<b>STUDENT</b>	38%
<b>VISITOR</b>	0%

<b>TYPE</b>	<b>Department</b>	<b>Injury Description</b>
Employee	Public Safety	Hit by Vehicle – non-life-threatening injuries
Employee	Public Safety	Strain/sprain Knee
Employee	Facilities Project Supervisor	Strain/sprain shoulder – removing carpet
Employee	Custodial	Spraying new sanitizer – could taste it
Employee	Custodial	Spraying new sanitizer – irritation of eyes
Employee	General on Campus	Trip/fall uneven street at Camarillo St. and Chapel Dr.
Student Assistant (employee)	Grounds	Bumped arm on equipment
Student Assistant (employee)	HRE	Bump on Head – box of sugar packets stored to high
Student	General on Campus	Slip/Trip/fall back stairs Broome Library after rain
Student	General on Campus	Slip/Trip/fall over mat in Sierra Hall
Student	General on Campus	Slip/Trip/fall stairs at Del Norte
Student	General on Campus	Strain/sprain ankle at campus event ice skating
Student	Chemistry	Allergic reaction
Student	Chemistry	Allergic reaction

The student injuries occurred in various locations for various reasons. There was one injury resulting from bumping into equipment, two others were injuries related to an active police pursuit, one injury resulted from a trip/fall walking to work, one injury resulted from pulling up carpet, and one injury resulted from heavy packages being stored above the head. Two other injuries resulting from newly introduced sanitizing sprayers (mouth and eye). Three of the 13 injuries occurred within the Facilities Services department.

- Next Meeting

The next meeting will be scheduled during Summer 2020.