

California State University
Channel Islands

SAFETY COMMITTEE MEETING
Minutes

Minutes of September 14, 2023, meeting

Attendees:

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| <i>EHS, Director:</i> | Joyce Spencer |
| <i>EHS, Health & Safety/COVID Safety:</i> | Jack Mohr |
| <i>EHS, Safety Specialist:</i> | Derick Nguyen |
| <i>EHS, Lab Safety:</i> | Marissa Zosimo |
| <i>Art & Performing Arts Instructional Support Technician:</i> | Kenji Webb |
| <i>Lab Safety, College of Arts & Sciences:</i> | Bryan Swig |
| <i>Assistant Director, Campus Recreation:</i> | Josh Wade |
| <i>Director of Housing Services & Operations:</i> | Rachel Tafoya |
| <i>Senior Manager of Trades, Facilities Services:</i> | Michael Harrison |
| <i>Manager of Custodial Services:</i> | Michael Reyes |
| <i>Associate Director of Info Security:</i> | Carlos Miranda |

Regrets:

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| <i>Associate Dean, College of Arts & Sciences:</i> | Phil Hampton |
| <i>Senior Chemistry Lab Technician:</i> | Scott Duffer |
| <i>Senior Biology Lab Technician:</i> | Jessica Dalton |
| <i>Art & Performing Arts Instructional Support Technician:</i> | Ivan Grooms |
| <i>Department Chair, ESRM:</i> | Sean Anderson |
| <i>Assistant Vice President for Student Wellness:</i> | Michael Gravagne |
| <i>Staff Resources Specialist, Division of Student Affairs:</i> | Courtney Ellis |
| <i>Director of Residential Education:</i> | Gary Gordon |
| <i>Grounds Manager:</i> | Jason Hughes |
| <i>HR, Workers Compensation & HR Specialist:</i> | Kim Sones |
| <i>Police Lieutenant, Public Safety:</i> | Lt. Christopher Jetton |
| <i>Emergency Manager:</i> | Maggie Tougas |

1) Introductions- Joyce Spencer welcomes everyone and thanks you all for joining this meeting

2) Unfinished Business

- a) Sea Lion Fencing at CIBC
 - i) Made some changes to materials to prevent foot injuries to student assistants. One sliding aluminum gate installed but still working on improvements as sea lions are still entering space.
- b) Earthquake Retrofitting (primarily labs)
 - i) No updates
- c) Glaze space (Arts)
 - i) Space is operational and almost all work complete. Door lock on but not programmed; outside vendor for lock system was out sick, but work will be completed in next few weeks.

d) Napa Hall & Topanga Heat Issues

- i) Arts noted significant improvements in spaces following installation of new equipment (Napa Hall A/C units) and better implementation of existing equipment (cooling function on Topanga Hall A/C radiators). Additional improvements are still underway. FS has provided EH&S with measurements from data loggers placed in spaces identified as high concern by Arts (Napa 1190 and 1121, Topanga 1976 and 1978). EH&S meeting with FS to document all improvements and recommendations for optimal usage of equipment. EHS will reviewing with Arts Department soon to ensure faculty know how to operate cooling systems.

3) New Business – Round Table

- EH&S

- Bell Tower West Fleas: 1st and 2nd floor temporarily closed to staff. Daily vacuuming to eliminate eggs. Pest Masters sprayed main areas of concern on 1st floor 9/6; they return 9/13 and sprayed remainder of 1st floor, 2nd floor and some areas in basement. Two possums caught and removed; Grounds continuing to trap other animals. Will discuss with pest control ways to prevent situations in future. FS created work order to seal all exterior holes for rodents.
- Dead Birds: One found 9/13 and another 9/14; bird on 9/13 was collected and sent to County to check for West Nile Virus.
- Fire Alarms: Significant number of alarms on campus not communicating with dispatch. Public Safety looking at the issue.
- Construction: During safety walks around campus, noted trip and fall hazards from equipment, building materials being left out on walkways.
- E-Waste: Please place e-waste in the bins in collection area to help with cleanliness.
- Hazardous Waste: Recently had a few reports of unknown chemicals abandoned around campus. If you have found unknown chemicals left around campus, contact EH&S and we can inspect and properly dispose of items.
- Chemical Inventories: Still looking for someone in FS to help do a thorough inventory of chemicals in RSS.
- COVID-19: Cases have been significantly higher in recent weeks than over the summer; week of August 20th had most reported cases of the year (19 reported cases), which was then surpassed the week of September 3rd (22). Exploring with Student Health ways to get COVID vaccinations on campus through health center.
- Review of EHS Programs/Plans underway
 - Reproductive Health Plan – Drafted new assessment form, review underway
 - Indoor Heat Illness Prevention Plan – Cal/OSHA has released draft standard, likely to be implemented late 2023 or early 2024. Beginning to draft plan for campus.

- A&S

- Fire Extinguishers –inspections, both some annual inspections (done by outside company) and monthly inspections (electrical shop). FS suggested custodial taking over because they are in buildings but brought up a union issue.
- Aliso Hall 234 – Possible leaks. Staining on ceiling tiles that need to be replaced.

- HRE

- Building inspections: Some fire alarms not going off in on campus residence buildings. For future fire drills, may inform residents ahead of time so that residents are present and participate.
- Bed bugs: Spike in concerns about bed bugs and HRE has been working with Pest Masters on the issue. So far, only one actual case of bed bugs was identified. Most bites appear to be from mosquitoes or other insects, possibly doing some education with residents to identify difference.

- COVID Cases: Still working with EHS on isolations. Reduced isolation space this year to 4 units in Santa Cruz village.
- FS
 - Custodial: Follow standards that require a certain amount of staffing per square footage but having to adjust to less stringent standards do to staffing shortages. Starting October 2nd, some office spaces and hallways are going to be cleaned less frequently, small office trash cans will need to be emptied by employees into larger trash cans. Not impacting critical spaces (bathrooms, breakrooms, labs). Also adjusting to additional workload from re-opening of Martin V. Smith (Manzanita) Hall. Starting to charge overtime to Events because it draws custodians off regular duties.
 - Sinkhole by Camarillo St. and Santa Paula St. – Issue identified going into weekend. Contractor came out immediately to assess and covered area with steel plate the next day. Since patched with asphalt. Hole was 13” long, 9” deep. Caused by storm water drain deteriorating.
- HR
 - No updates
- Public Safety/PD
 - No updates
- Emergency Preparedness
 - No updates
- ITS
 - Safety issues: Preparing for “vishing” attacks (use of AI software to mimic voices for phishing style attacks).
- Wellness and Recreation
 - Mandated reporting incident at CIBC- Occurred during CIBC youth summer camps. Detective investigation came in during Friday Family day at camp; parents of many campers were present including parent(s) of minor involved in reporting. Issue was difficult to navigate and find support outside of Wellness and Recreation. CIBC wants to connect with other departments to better plan for future incidents.

4) Reports and Miscellaneous Information

a) 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: 6/15/2023 – 9/14/2023

| | |
|-----------------|-----------|
| Total | 14 |
| EMPLOYEE | 14 |
| STUDENT | 0 |
| VISITOR | 0 |

| TYPE | Department | Injury Description 6/15/2023 – 9/14/2023 |
|-------------|-------------------|---|
| E(SA) | AA | Trip and fall (Documentation only) |

| | | |
|---|-----------|---|
| E | Custodial | Finger lac |
| E | FS | Foot injury |
| E | Custodial | Hip/Back injury |
| E | Custodial | Knee injury |
| E | AA | Headache/ear congestion- (Documentation only) |
| E | A&S | Finger lac- working with sharp lab instruments |
| E | Custodial | Neck/shoulder injury- trip and fall |
| E | AA | Ankle Injury- trip and fall, pothole |
| E | A&S | Back and knee injury- trip and fall, slippery surface |
| E | FS | Insect bite- outdoors |
| E | FS | Leg injury- working on equipment |
| E | Custodial | Spider Bite- cleaning stairwell |
| E | PD | Ankle injury- stepping off vehicle (documentation only) |