

California State University  
Channel Islands

**SAFETY COMMITTEE MEETING  
MINUTES**

Minutes of March 29, 2021 meeting

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

1) Attendees:

<i>EHS (Director):</i>	Joyce Spencer
<i>EHS (Safety Specialist):</i>	Derick Nguyen
<i>Public Safety:</i>	Lt. Christopher Jetton
<i>Emergency Manager:</i>	Maggie Tougas
<i>HR (Workers Compensation &amp; HR Specialist):</i>	Kim Sones
<i>Interim Associate Dean, College of Arts &amp; Sciences:</i>	Phil Hampton
<i>Program Chair and Professor – Chemistry:</i>	Blake Gillespie
<i>Department Chair, ESRM:</i>	Sean Anderson
<i>Chemistry:</i>	Scott Duffer
<i>Biology:</i>	Michael Mahoney/ Catherine Hutchinson
<i>Art:</i>	Kenji Webb
<i>Assist. Director of Campus Rec. Waterfront &amp; Outdoor Adventures:</i>	Josh Wade
<i>Division of Student Affairs (Staff Resources Specialist):</i>	Courtney Ellis
<i>Auxiliary:</i>	Helen Alatorre
<i>Associate Vice-President for Student Affairs- HRE &amp; ASI:</i>	Cindy Derrico
<i>Interim Director of Housing Services &amp; Operations:</i>	Rachel Tafoya
<i>Director of Residential Education:</i>	Gary Gordon
<i>Associate Director of Info Security:</i>	Carlos Miranda
<i>Senior Director, Facilities Services:</i>	Wes Cooper

1. **Introductions-** Joyce Spencer welcomes everyone and thanks you all for joining this ZOOM meeting

2. **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 is still in progress-**
- Sea lions back
  - Homeless boater
  - Funding update – M.G. – physical barriers, more permanent, county issues, prototype attaches to the cleats of the dock, stainless steel, quote (\$150,000)

i. Start construction next fiscal year 2021-2022?

- (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: Derick Jaramillo was unable to obtain a new vendor quote before he resigned his position.**

- a. Samples (would involve drilling)
- b. Michael M. needs to reassess what we have on hand and look at installation.

- (c) Joyce Spencer - final product deliverable through Maxient for the [Online Supervisor Injury Illness Report Form](#)

### 3. New Business

#### A. COVID-19 on-campus Testing

- **Targeted Audience: Student Housing, on-campus Staff and Faculty**

1. **March 25th: CI Staff Handing out self-test kits** - (Testing Kits Self-administered during walk through testing site with appropriate campus personnel)  
9am-11am and 1pm-3pm

- **Targeted Audience: In-person students, on-campus Staff and Faculty, Student Housing**

- A. **April 8th - Vendor On-site** (walk up testing – preregistration through the vendor portal)  
8am-12pm and 1pm-4pm
- B. **April 12th: CI Staff Handing out self-test kits** (Testing Kits Self-administered during walk through testing site with appropriate campus personnel)  
9am-11am and 1pm-3pm
- C. **April 15th - Vendor On-site** (walk up testing – preregistration through the vendor portal)  
8am-12pm and 1pm-4pm
- D. **May 6th - Vendor On-site** (walk up testing – preregistration through the vendor portal)  
8am-12pm and 1pm-4pm

#### B. Local News

- April 1<sup>st</sup>, 2021 Vaccine will be open 50+
- April 15<sup>th</sup>, 2021 Vaccine will be open to ALL “adults” (16+ over)
  1. CDPH/CO campus community vaccinations questions back to CO
- Active/passing screening
- Face covering
- Social distance
- Maximize outdoor

- Disinfection vs. routine cleaning
  - Encourage routine use of sanitizing wipes between commonly used objects and touched surfaces
  - Now VCPH is fully in alignment with CDPH
  - VCPH – updating to turning over vaccination appointments to MyTurn.gov
- C. Michael Mahoney – earthquake samples to light duty
- D. Kim Sones – Changes for H.R. leave for COVID will be up on HR website this week
- E. Michael G. – N/A
- F. Phil Hampton – Faculty return to research for summer
- New lab tech Biology Elizabeth
  - Emily Gaston – ESRM resignation
- G. Lt. Jetton – New Police Officers starting, graduating from the Police Academy –
- Chief Retirement, Lt. Drake Massey Interim Chief Police
  - FIRE: Uglen 32 undeveloped – remote control airplane crash
  - Staff, Police Officers Fire ext.
  - Fire Dep Air Drop
  - Rattlesnake
- H. Kenji Webb– Temporary Tent Topanga for outdoor art classes
- 
- I. Josh Wade – N/A
- J. Courtney Ellis – Student Covid-19 training – work on quiz
- K. Carlos Miranda – Shawn B, at Co, Neal shift. Carlos now security
- Business continuity changes – need updates from each department
  -
- L. Maggie Tougas – Business continuity updates needed
- Santa Ana winds/Heat 88-90 degrees Wed on
  - CDC, social distancing – masks, not gathering
  - 1. COVID-19 cases increasing
- M. Rachel Tafoya – Application to student housing, April 12<sup>th</sup>
- Capacity plans – for Fall 2021 housing
- N. Cindy Derrico – Returning to campus, looking at campus plan, student spaces, communication of requirements, limited access to outdoor study space
- O. Cassandra Silic – N/A

#### 4. 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: 09/17/2020 – 03/2021**

<b>Total</b>	<b>2</b>
<b>EMPLOYEE</b>	<b>1</b>
<b>STUDENT</b>	<b>1</b>
<b>VISITOR</b>	<b>0</b>

<b>TYPE</b>	<b>Department</b>	<b>Injury Description</b>
E	HRE	Cut/smashed finger
S	HRE	Vacuum cord frayed – electric shock