

California State University
Channel Islands

**SAFETY COMMITTEE MEETING
MINUTES**

Minutes of December 14, 2022 meeting

1) Attendees:

| | |
|--|------------------------|
| <i>EHS, Director:</i> | Joyce Spencer |
| <i>EHS, Safety Specialist:</i> | Derick Nguyen |
| <i>EHS, Health & Safety/COVID Safety:</i> | Jack Mohr |
| <i>EHS, Lab Safety/COVID Safety:</i> | Marissa Zosimo |
| <i>Emergency Manager:</i> | Maggie Tougas |
| <i>Lab Safety, College of Arts & Sciences:</i> | Bryan Swig |
| <i>Director of Housing Services & Operations:</i> | Rachel Tafoya |
| <i>Associate Director of Info Security:</i> | Carlos Miranda |
| <i>Art & Performing Arts Instructional Support Technician:</i> | Ivan Grooms |
| <i>Police Lieutenant, Public Safety:</i> | Lt. Christopher Jetton |
| <i>Assistant Director, Campus Recreation:</i> | Josh Wade |
| <i>Grounds Manager:</i> | Jason Hughes |

Regrets: Scott Duffer, Sean Anderson, Philip Hampton, Mike Gravagne, Courtney Ellis, Michael Harrison, Gary Gordon, Kim Sones, Jessica Dalton, Michael Reyes

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

2. **Unfinished Business**

- (a) Sea Lion Fencing at CIBC- Work was temporarily delayed because of budgeting but is now back on track, target to have it completed by Summer 2023.
- (b) Earthquake Retrofitting (A&S, primarily labs)- Smaller fixes where resources are on hand have been completed but larger fixes have not. Bryan Swig is documenting needed fixes in RSS inspections; completed projects being cleared in RSS as work is completed. Marissa is also tracking needed fixes from RSS in a spreadsheet. Maggie looking at Hazard mitigation grant to potentially secure funding to complete remaining upgrades.
- (c) Glaze space (Arts)- A&S has funding (\$62,000) necessary to complete upgrades, waiting for work to be approved and moved forward by FS. Kiln has already been replaced.

3. **New Business – Round Table**

- EH&S
 - COVID-19: End of both California and Federal states of emergency will rollback support in various areas including testing, vaccination and health care coverage; potential for

increased cases and spread without these programs. Specific to CSUCI, EH&S waiting to hear whether California Department of Public Health testing program we use for on-campus testing resources will continue; current MOU set to expire June 2023.

- RSS/Chemical Safety: Additional training planned so users can update chemical inventories. Roxane from FS is going to have a training with RSS to update their chemical inventory; other FS managers welcome to participate. EH&S is going to be completing routine inspections of A&S spaces March 20th through April 14th; asking that lab techs and P.I.s help identify best times for space inspections of prep rooms and teaching rooms. Some flexibility with dates if academic schedule conflicts arise.
- Fire extinguisher inspections-Inspections not up to date in all spaces. Work order put in for Aliso Hall after identified in RSS, but other spaces need to be updated as well.
- Leaks and winter weather related concerns: Petit Salon/Grand Salon roof updates were scheduled for March but have been postponed due to weather. Leaks identified at various location on campus either from roofs or windows being left open. Best to identify leaks early before mold develops; custodial can help mitigate. Best to put in work order with FS.
 - Leak in roof of CIBC- Ongoing leak in ceiling over lobby; FS has been inspected previously but still needs to be fixed. Jason Hughes noticed when he was at CIBC, notified Rogelio.
 - ITS ceiling- Leak noted; needs to be reported to FS.
- Bio Safety Cabinets- Annual calibration needs to be completed, used to be coordinated by Mike Mahoney. Biology department has funding for calibration.
- Fleet vehicle fire safety- Fire marshal citation following FS work truck fire requires that we put some additional fire safety resources in campus fleet vehicles. This would impact campus vehicles beyond just FS including those at CIBC, A&S.
- A&S
 - CIBC Water Filling Station- Water bottle filling station in progress, should be completed March 2023.
 - CIBC and Water Quality- CIBC inquired about potentially to complete ocean water quality testing as County testing is completed weekly, leading to cancellation for all programs during week when an advisory is issued. EH&S reached out to County for more details; likely that testing cost and turnaround time would be prohibitive. Also potential liability issues if employees advised to enter water but become ill when County has issued an advisory. Josh reached out to other CSU campus boating centers about how they handle water advisories; participants may be able to complete liability waiver/consent form to allow them to enter water even when advisories in place. CIBC will gather information, reach back out to EH&S and Risk office to discuss.
 - Hazardous Waste- Need additional secondary containers in Waste room; these were not provided by vendor, would need to be purchased. Shelving is beginning to rust, making it difficult to label shelves; EHS can look at whether FS has alternative shelving or can paint existing shelving. System wide Hazardous Waste contract ends in July 2023; looking at whether CSU procurement offices can come together to create another system-wide contract or if campuses will need to do that individually.
 - Inspections and assessments- Inspections being done but assessments less so. EHS can note during inspections if assessments are not completed to encourage compliance.
- HRE
 - Application process for AY 2023-2024 residency beginning shortly
 - Reviewing spaces for maintenance issues- Building check planned for March '23
 - Over winter period, updates were completed to bathrooms and walls in various buildings
 - Evacuation drills completed with residents on February 10th

- Move out: Scheduled for week of finals, May 15 to May 23. April 5th students can apply for alternative stay if they need to stay past May 23rd.
- Turnover process- May 22nd to June 2nd
- Rain and outdoor stairs- There have been safety concerns about slip/fall hazards in wet weather. HRE will inspect, let FS know if there are track pads that need replacement.
- FS
 - Fire risk abatement- Cal Fire will be returning to campus in coming weeks for annual fire abatement. Brush clearing goats will be returning to playing fields in April.
 - Derick finished setting up training modules for Grounds
 - Flood risk mitigation- Grounds installed bio guards on drains and arranged for street sweeping; both were successful in preventing flooding on campus during heavy rainstorms.
 - Hemlock near A3 lot Pedestrian bridge- Bio field courses came across Hemlock between A3 and A4 lots near pedestrian bridge. Grounds has cut this back already this winter, but it has come back recently. Grounds to follow up.
- HR
 - No updates
- Public Safety/PD
 - Events- As events begin to ramp up on campus, processes for getting activities approved through proper channels not always being followed. Please notify PD if any activities that have not been properly scheduled through University Events are taking place on campus.
 - Mountain Lion safety- Steps being taken to address mountain lion that has been on campus. Grounds has cut back vegetation that animal was using for cover on campus, and PD is working with Fish and Wildlife to collar animal.
 - North Loop Project, Phase 1- Traffic to be disrupted on and off over next 14 months while project is being completed. Traffic will be disrupted between Ventura Street near the A4 parking lot and extending along Santa Barbara Avenue to University Drive starting March 14th as new piping is being installed, goal to complete this phase before commencement.
- Emergency Preparedness
 - Building evacuation drills: Taking place March 9th from 3 to 5 pm. Opportunity to test fire alarms, ensure employees know appropriate evacuation procedures. More building marshal training planned for later in spring as well.
 - EOC activation- Plans for small scale activation later in the spring semester.
- ITS
 - Increase in cyber security crimes at CSU campuses- One CSU campus had to shutdown for a week following a cyber-attack. IT completing a coordinated update of all devices on campus to address obsolete operating systems that pose cyber security risk. IT is briefing President and cabinet to ensure resources are available for updates.
 - Firewall system- CSU-wide there is a new Firewall system being put in place and there have been noise issues identified on 5 campuses from Firewall hardware. ITS houses our Firewall hardware with other network infrastructure where there are no employees working; should mitigate concerns but ITS will monitor for issues.

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: 12/15/2022 – 3/8/2023

| | |
|-----------------|----------|
| Total | 7 |
| EMPLOYEE | 6 |
| STUDENT | 1 |
| VISITOR | 0 |

| TYPE | Department | Injury Description 12/15/22 – 3/8/2023 |
|-------------|-------------------|---|
| E | FS | Back soreness- stepped off curb (medical treatment) |
| E | PD | Back pain- exiting vehicle (medical treatment) |
| E | DSA | Back, leg, foot- trip and fall (medical treatment) |
| E | FS | Eye injury- falling debris (medical treatment) |
| S | HRE | Head injury- bump on table (medical treatment) |
| E | DSA | Ankle injury- rolled ankle (medical treatment) |
| E | A&S | Head injury- trip and fall (medical treatment) |