

Ohlone College
IIPP Employee Workplace Safety Committee Meeting Minutes
April 24, 2014
Room 7104 + NC1317
1:00 PM – 2:30 PM

Meeting called to order by Chair

Roll Call and Introduction of members

Members present: Shairon Zingsheim, David Orias, Frank Martinez, Jeff Roberts, Helene Ha, Diana Garza, Ann Burdett, Jasper Gong, Vy Anderson, Connie Teshara, Ben Peralta.

New Business

The District received an OSHA letter on March 28th regarding a complaint against the District on overall lack of safety concerns for students and employees. The full letter as well as the District's response to the letter is posted on the Safety Committee Website.

Vy Anderson, David Orias, and Du-All Safety Representative (Sean Halpin) inspected every room and office on the campus to review safety compliance.

The committee discussed about whether the IIPP needed to have a section on violence.

The committee also discussed the SAVE Act as well and how it affects the District. We are fortunate that we haven't had incidents with violence towards women. The District does publish its crime statistics on the website.

It is determined that individual departments should meet weekly to briefly discuss any safety issues/concerns that came up. However, the Safety Committee should meet once a month. Dave Orias stated that the Facilities Department have their tailgate meetings during their regular staff meetings; however, they do not keep documents/notes on those meetings. Shairon proposed that Facilities should publish their tailgate meeting agendas/notes.

Shairon stated that the Safety Committee Membership is too big and many people on the list have not been participating. Therefore, the membership list needs to be reviewed and members who have not been attending within the last year or two years should not be on the list.

Each member of the Safety Committee should represent his/her Department and/or area and bring any safety concerns and issues to the Safety Committee.

Accident/Near Misses Report

Since September 2013, the District has had 12 Workers Comp claims. Most of them were slip, trips, and falls at the Newark and Fremont Campus. Vy Anderson stated many of the injuries were due to falls/trips caused by uneven pavement. It was suggested that employees who have an injury can be given a link to an online training regarding safety (through Keenan Safe Colleges).

Connie Teshara inquired about what has been done about the Poison Oak tree. Connie stated that Dr. Browning wanted the Poison Oak tree to be cut down. Dave Orias stated that it was a work in progress.

Safety Suggestions and Hotline

No voice messages were left on the hotline.

Gale Carli will be the Committee's link to the Crisis Management Team.

AED-batteries and the location of the AEDs are all taken care of.

Miscellaneous

We have hired some Student SEO (Safety Escort Officers) and Lifeguards.

Our IIPP requires that the District have a recognition/disciplinary program. The Committee needs to think about how we can implement that at Ohlone.

Adjournment

Next meeting is on May 29th at 1:30 PM.