

El Camino College Compton Center – Health and Safety Committee

Date: December 11, 2013

Time: 1:30pm-2:30pm



Present:	Haynes, Wendell; Edwards, Shirley; Hatten, Felicia; Brenda Donaldson; Dr. Walker, Gregory Dr. Halligan, Chris
Absent:	
Guests:	N/A
Next Meeting:	January 16, 2014 1:30pm to 2:30pm

Standing Agenda Items:	
1.	Traffic update
2.	Campus Recycling Policy
3.	Lighting on campus
4.	New faculty members on the H&S Committee
5.	Evacuation Plan Distribution
6.	CPR/ First Aid / AED Training
7.	Building Captain meeting TBA
8.	Safety Poster Distribution in class rooms
9.	Parking/road closure update
10.	Lift chair training
11.	Proposed bicycle rack locations
12.	CDC Safety Assessment

Executive Summary		
Discussion/ Decisions	Minutes from December 2013	
W. Haynes	<p>Traffic updates; December 17, 2013 All roads open with the exception of the west green gates. West Green Leaf should be open NLT February 1, 2014.</p> <p>Multiple stop signs replaced in lot A due to non –attentive drivers. Citations and other fines will be enforced. Staff and students are requesting more signs on campus with construction updates.</p>	<p>Report on traffic update. Officer Haynes will assess and report traffic issues monthly</p> <p>In progress</p>
W. Haynes	There has been some progress made in fixing the lighting inside the Business Office. Several fixtures were being held up by electrical tape and this is a safety concern.	In progress/Director of M&O advised
W. Haynes	There are no lights on the track and the temporary light stationed there is not always turned on.	In progress
Lt. Box	Recommendations to the Campus Recycling Policy were forwarded to the business for review. Currently being reviewed/revised by CBO Office. Disbursement of funds not finalized. There has been discussion but no final decision.	In progress

	Staff members are concerned about the HVAC and heating in the VT Bldg. Alice Hawkins will report to committee on status of repairs.	Repairs scheduled
Lt. Box	CDC Update: more patrols are being conducted near the premises during nights and weekends. No arrest or detentions to date.	In progress
Lt. Box	The campus safety plan has been updated. Lt. Box examined the plan for quality assurance; state regulatory requirements to ensure the district are in compliance.	Completed
L. Coleman	First Aid/CPR /AED Training.	Proposal to Dean Sasser
Lt. Box	Evacuation training for night and weekend staff is currently being proposed.	In progress
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W. Haynes	Asbestos update: Alice Hawkins will be providing monthly updates to the committee on this item.	Director of M&O notified In progress
Lt. Box	Members of the committee have been advised to take the free online training courses for N.I.M.S AND .S.I.M.S. offered by F.E.M.A. Other training programs are being investigated.	In progress
L. Coleman/F. Hatten	More bicycle racks are needed on campus. Students are currently securing their bicycles to poles and other fixtures on campus that should not be used to secure bicycles. Bicycle racks arrived and (1) rack has been installed. Map also completed and submitted to M&O	In progress Linda and Andy working on installation schedule
Lt. Box	Students were notified that parking in the community east of Delta Avenue would require a special parking permit. Signs were also placed on the gates near Delta Avenue advising them to park in other areas effective January 14, 2013. The temp parking permit will not be reinstated. January 1, 2014 this program will be discontinued.	Completed
Lt. Box	Pot holes at the Green Leaf entrance is now a concern this was recently reported to maintenance. Lot H is now open. . Pot hole filled.	All pot holes repaired
Lt. Box	Managers are requesting to have their own assigned parking stalls. This is currently being assessed for feasibility due to multiple construction projects on campus.	In Progress
Lt. Box	2 additional faculty members are requesting to join the H&S Committee	Complete
Lt. Box	For the November HS meeting members will be making	Complete

	recommendations for bicycle rack installation. We will be sending a map to the CEO with our recommendations. Map	submitted on January 2014
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