



SAN MATEO COUNTY
COMMUNITY
 COLLEGE DISTRICT

Meeting Minutes

District Managers' Health and Safety Committee (DMHSC)

Date:	Start:	End:	Next Meeting:	Next Time:	Location:
June 3, 2024	2:00 pm	3:00 pm	Sept. 4, 2024	2:00-3:00 pm	Zoom – See Calendar Invite

Purpose:	Central Repository Folder:
District Managers' Health and Safety Committee (DMHSC) Meeting Agenda #57	\\appserv2\Districtwide Safety Committee

Attendees:			
X	Barrick, Emily – (CSM)	X	Pinkham, Karen – (CAN)
X	Colin, Cherie – (SKY)	X	Prisecar, Ludmila - (CAN)
X	Dean, Rob – (CSM)		Reyes, Thommy – (Dist)
	Demissie, Yoseph – (Dist)	X	Rodriguez Antone, Megan – (CAN)
X	Flores, Eddie – (CSM)	X	Rudovsky, Michele – (CSM)
X	Garcia Vince – (Dist)	X	Tordesillas, Dennis – (Dist)
	Gutierrez, Robert – (Dist)		Tupper, Brian – (Dist) (Chairperson)(On-leave)
X	McLain, David – (Dist)	X	Vangele, Jim – (SKY)
	Melgoza, Ingrid – (Dist)		Warne, Maxwell – (SKY)
X	Minkin, Ben'Zara – (Dist)	X	Jason Wendt – (CAN)
X	Morello, Jr., Joe - (SKY)	X	Yoch, Owen – (CSM)

Item	Description	Action by	First Noted	OPN/ CLO
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NEW BUSINESS

	<p>Campus Health and Safety Committees Update 6/3/24: <u>CAN</u> -May meeting canceled -Working with John Doctor about the locking/unlocking schedule of Building 9 -Process for communication about out of service elevators has been established -Karen Pinkham hired a consultant to address unsafe traffic on campus especially in front of B1</p> <p><u>SKY</u> -April 16 Lockdown Barricade drill conducted successfully. Initial drill</p>	VPAs		Ongoing
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	<p>rescheduled after experiencing EAS issues.</p> <ul style="list-style-type: none"> -Traffic congestion issues between B5 and B6 during Food Pantry drop-off. Operations relocated to B1. -PRIE Office conducted campus surveys for students and employees in Fall 2022 and Spring 2023. Student survey included health and safety topics. Joe Morello plans to discuss results with SKY Health and Safety Committee over the summer. -Three CPR / AED / First Aid training sessions have been successfully conducted during Flex Days. Campus tour provided to show location of emergency equipment and routes. -DAS Project design completed in May. Bid-out will be in SU/FA 2024. Completion planned by SP/SU 2025. -Planning to begin drafting <i>Workplace Violence Prevention Plan</i> in July -Two incidents occurred on campus this semester that was concerning to Health and Safety Committee. Two meetings held in February. One meeting focused on Communication Plan. Important to send out communication with factual info in a timely manner to avoid rumors from spreading. -Concealment drapes installed in early spring semester received good feedback from users. Type of unit installed is <i>NightLock Lockdown Safety Shade</i>. <p><u>CSM</u></p> <ul style="list-style-type: none"> -Rob Dean will discuss with President Perez the traffic safety concerns raised by the campus community and mitigation strategies suggested by SMPD. -Facilities installed flashing crosswalk lights at the intersection of West Hillsdale and CSM Drive 			
57.0	<p>Update on Workplace Violence Prevention Plan (WVPP) 6/3/24:</p> <ul style="list-style-type: none"> -Julie Johnson (lead), Mwanaisa Sims and Michele Rudovsky are drafting the District WVPP which is an extension of the <i>Illness and Injury Prevention Plan</i>. Oversight and enforcement of WVPP will be by CalOSHA which needs to enact standards by next year. -A basic WVPP will be completed before fall semester. Julie’s team will confer with Districtwide stakeholders as they continue to develop WVPP. -WVPP needs to include hazard assessments, report management procedures, tracking process, development of campus threat assessment teams and training programs. 	MR	5/28/24	OPN
	<p>Round Table 6/3/24: Not discussed</p>			

RECURRING ITEMS				
	Emergency Action Plan (EAP) 6/3/24: Not discussed	BZM		Ongoing
	Districtwide Building Captains Plan 6/3/24: Not discussed	BZM		Ongoing
	District Employee Emergency Preparedness Training 6/3/24: Reduced from three days to two	BZM		Ongoing
	PSPS forecast and Air Quality Index update 6/3/24: -AQI Plan updated and BZM discussed changes -Monitoring tools approved by EPA are IQAir, PurpleAir, AirNow -There are three PurpleAir monitors in each campus. Some are broken. Maintenance and management of equipment need to be assigned to someone before standard operating procedure can be created. Emergency Management Office is monitoring air quality but can be diversified. -BZM discussed AQI Chart and actions to be taken by SMCCCD at each level: <u>Anything above AQI of 151</u> <ul style="list-style-type: none"> • Critical Action Team will be convened • SMCCCD will provide N-95 masks <u>AQI 201 to 500</u> <ul style="list-style-type: none"> • Operational periods implemented. Go/No Go times changed. (How long should each operational period need to be sustained?) • In-person instruction and athletic events will be canceled 	BZM		Ongoing
	COVID-19 Recovery Plan and Safety Procedures 6/3/24: -CalOSHA continues to require reporting of positive infections. -Currently the rate of infection reported is one per week. During winter the rate goes up to five infections reported per day	MR		Ongoing
OLD BUSINESS				
52.0	Dogs on Leash Law 6/3/24: -Signage design in-progress -DPS captains have identified where signage will be installed on their respective campus -A print-out of the Board policy will be provided to Public Safety officers to provide to community members who do not follow the policy	MR (BT)	3/3/23	OPN