

El Camino Community College

**Workplace Health & Safety Committee
Wednesday, March 27, 2019**

Present: Adrian Amjadi, Michael Clifford, Christie Killduff, Ana Tontcheva and Valerie Wagner (Recorder).

Absent: Robert Brobst, Julienne Gard, Michael Pascual and Carl Turano.

- A. Call to Order:** Valerie Wagner called the meeting to order at 1:05 p.m.
- 1. Minutes:** The January 23, 2019 Committee Minutes were approved.
 - 2. Workers' Compensation:** Valerie Wagner reported that there were two injuries for the month of January and both injuries resulted in a total of 7 days of loss time from work. For the month of February, there was one injury, which resulted in a total number of 26 days away from work.
 - 3. Office of Safety and Health:** Valerie Wagner reported, that Iris Penales from Keenan & Associates has just completed both the SWACC Property & Liability Inspection and the Hazardous Materials Inventory.

Valerie Wagner also reported that the Annual Mandatory Respirator Medical Questionnaires are being mailed to those employees who are required to wear a respirator while performing certain job functions.

- 4. Safety-Related Work Order Report:** Michael Clifford reported that he was not furnished the safety-related work order report in time for today's committee meeting. Valerie Wagner stated, she will be submitting an email request for the safety-related work orders reports to all facilities managers, supervisors and Debbie Turano in order to be provided with the department's safety-related items in a timely manner for the Committee meetings.
- 5. Old Business:**

Life Sciences/Natural Sciences – Christie Killduff reported that the lighting to the Cadaver Rooms, LS 130, 132 and 134 are not working and a work order was submitted to Facilities. Michael Clifford commented that he would look for the work order and would make sure this was completed in a timely manner. ***According to both Michael Clifford and Christie Killduff, the lighting concern has been corrected.***

Natural Sciences – Christie Killduff asked for an update on the installation of the sound barrier equipment for the Autoclave Room. Michael Clifford reported that all the materials have been received and will be scheduling a date and time, for the installation. ***According to Michael Clifford, installation of the sound barrier will not work since the exhaust system covers 3 classrooms and not just 1 classroom. This issue requires engineering from an outside source in order to correct the noise problem from the autoclave equipment.***

Earth Sciences – Julienne Gard reported that during the Earthquake Drill, the 2 phones in both Natural Sciences room 218 and 219 did not work. Valerie Wagner recommended that a work order to Information Technology Systems work order needs to be generated to repair both phones. ***According to Christie Killduff, the 2 phones in both classrooms 218 and 219 have been repaired.***

Art Department - Some time ago, the Art Department received new ceramic furnaces, which still have not been installed by the vendor. The furnaces take up a lot of space and are presently being stored on both our loading dock and the foundry. This of course, is a violation of the fire code since we do not have emergency access. The initial agreement with the company, included not only the purchase of the equipment, but also the installation as well. Unfortunately, the buyer at the time, did not include the installation in the final agreement and now the company will not install the furnaces. Valerie Wagner recommended, Dean, Berkeley Price contact Michael Pascual, the Director of Purchasing and address this problem with him in order to have this problem resolved. ***Adrian Amjadi reported that he and his Dean, Berkeley Price met with two separate vendors concerning the installation of the semi-interior furnaces and it was agreed upon to select the vendor who provided us with the \$ 7,000 quote for the installation project. The vendor has installed the furnaces, but unfortunately, the equipment is not working. I will be meeting with our plumber this afternoon to see if the problem might be due to a gas-flow issue.***

6. **Division Reports:**

Natural Sciences - Ana Tontcheva reported that some of the part-time instructors in her division, have a tendency to over enroll their classes. At this time, our maximum enrolled in the lab courses is no more than 31 students. Some instructors during the current Spring Semester, have anywhere between 34 to 41 students, presently enrolled in science lab courses, which is too many. Valerie Wagner commented that this is a fire hazard waiting to happen and the issue should not only be addressed with both the Dean of Natural Sciences and the Vice President of Academic Affairs but, either, Torrance or Los Angeles County Fire Department should be contacted to schedule, a Laboratory classroom survey in order to determine how many students should actually be occupying each science lab classroom. Ana Tontcheva also reported that when the, American Science Lab Society was contacted a few years ago, they were provided with El Camino College's lab classroom dimensions, and the Society calculated at that time, that we should only have no more than 24 students occupying each Lab classroom. Michael Clifford suggested for Ana Tontcheva to provide him with the room numbers of the Science labs in order for him to possibly pull the building blueprints to see if there is any occupancy information.

7. **Next Meeting:** Wednesday, April 24, 2019 at 9:00 a.m. in the 2nd Floor, Bookstore Conference Room, 253.