

El Camino Community College

**Workplace Health & Safety Committee
Wednesday, April 24, 2019**

Present: Robert Brobst, Chris Egnozzi, Jorge Gutierrez, Christie Killduff, Steve Marselle, Michael Pascual, Joseph Saldana, Antonio Saucier and Valerie Wagner (Recorder).

Absent: Adrian Amjadi, Michael Clifford and Carl Turano.

- A. Call to Order:** Valerie Wagner called the meeting to order at 9:05 a.m.
- 1. Minutes:** March 27, 2019 Committee Minutes were approved.
 - 2. Workers' Compensation:** Valerie Wagner reported that there were two injuries for the month of March, which resulted in one of the injuries resulting in a total of 10 days away from work.
 - 3. Office of Safety and Health:** Valerie Wagner reported, her office just received, the completed listing of the Hazardous Materials Inventory. The inventory listings will be distributed to each of the individual departments within the next two months.
 - 4. Safety-Related Work Order Report:** Steve Marselle reported on the following work orders relating to the FPS Services Department. **97307-** Humanities Room 303 was a computer room at one time, which recently, was converted into a classroom. There was an Optic Cover used at one time to protect computer wiring, but now that the tables and chairs have been rearranged to accommodate a classroom setting, the Optic cover now could cause trip and fall hazards. Steve Marselle stated that he has submitted a work order for the Electrical Department to correct this problem. **96247** – Student Services Room 104F, ceiling tiles are coming off. This work order has been completed. **95534** – The roof to the Marsee Auditorium is leaking. Best Roofing will be providing the repairs to the roof. **95923** – The roof to the Center for Applied Technology Building is leaking. This roof has been repaired. **97398** – Removal of existing anti-slip tape to the floors in both the Men's and Women's locker room, along with the new application of anti-slip tape was completed during the Spring Break. **96335** – Application of florescent and weather-proofed paint to the Life-Line Systems installed to specific roofs has been completed. **95739** – There is no water running from faucets to number 2 and 4 sinks in the 4th floor, Women's restroom of the MBA Building. Plumber completed the necessary repairs to both sinks.
 - 5. Old Business:**

Natural Sciences – During the March committee meeting, 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 science lab courses is no more than 31 students, but some part-time instructors now have, currently between 34 to 41 students, enrolled in science lab courses, which is too many. Valerie Wagner commented that this issue should be addressed with both the Dean of Natural Sciences and the Vice President of Academic Affairs. Ana Tontcheva also reported, American Science Lab Society was contacted a few years ago, and based on the lab classroom dimensions provided to them at that time, the Society calculated, El Camino College should only have no more than 24 students occupying each lab classroom.

Valerie Wagner stated she would address this concern with the Dean of Natural Sciences.

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. ***According to Robert Brobst, the Assistant Director of Facilities, the company, John C. Phillips Plumbing & Heating which also installed the equipment came out and resolved this problem. Apparently, there was some redundancy to the number of regulators originally installed.***

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 is shared by 3 separate classrooms. This issue requires engineering from an outside source in order to correct the noise problem coming from the autoclave equipment.***

6. **Division Reports:**

Life Sciences – Christie Killduff reported that this morning, she noticed that the strobe light to the specimen refrigerator was flashing. Valerie Wagner commented the reason for this to occur is because the refrigeration unit is not running properly. ***Robert Brobst reported that he just informed his HVAC Crew to take a look at the system.***

Christie Killduff also reported that one of the doors to room, LS-108 is not locking properly. Dr. Palos did report this issue to the division office and have the office staff submit FPS work order.

Grounds Department – Joseph Saldana, reported that he is working with his department on resolving the waste bin concern indicated on the SWACC Inspection Report

Facilities Services & Systems Department – Robert Brobst reported that his department is working at correcting the safety concerns indicated on the SWACC Inspection Report and his crew is making sure pictures are taken once the work is completed for documentation purposes.

Facilities Services – Steve Marselle commented the he had a question concerning the installation of protective covers for the FDC Connectors as noted on the SWACC Inspection Report. Are the covers to be designed to protect against both vehicles from crashing into the FDC Connectors and/or to also protect the connectors from individuals tampering with the equipment? ***Valerie Wagner stated that she will address this issue with Iris Penales at Keenan and how our insurance carrier wishes the College to proceed.***

Grounds and Operations – Chris Egnozzi reported that we are experiencing safety concerns relating to our local homeless population entering into the ITEC Building. The problem usually occurs on a Friday afternoon as students are leaving the building. The homeless find a door not completely locked, but propped open and will enter the building. These individuals will, hide and wait and let all their homeless friends in the building. My night custodial staff then have to contact campus police in order for the officers to remove these individuals before they are able to perform their custodial duties.

7. **Next Meeting:** Wednesday, May 22, 2019 at 9:00 a.m. in the 2nd Floor, Bookstore Conference Room, 253.