

El Camino Community College

**Workplace Health & Safety Committee
Wednesday, November 13, 2019**

Present: Adrian Amjadi, Michael Blada, Christie Killduff, Gregorio Luna, Ann O'Brien, Michael Pascual, Antonio Saucier, Ana Tontcheva, Carl Turano and Valerie Wagner (Recorder).

Absent: Robert Brobst, Michael Clifford, Chris Egnozzi, Gary Robertson and Michael Trevis.

- A. Call to Order:** Valerie Wagner called the meeting to order at 8:35 a.m.
- 1. Construction Communication Plan:** Ann O'Brien reported that the demolition of the former Student Services Building and Activities Center will take place in December, in preparation of the 3-year construction project of the new Art Building and the Behavioral Social Sciences Building. Ann O'Brien explained that there are specific paths of travel, as noted by green lines on the construction map distributed to the committee which is designated for the public to use as paths of travel during both the demolition of the former buildings and the 2 new Buildings. During the spring of 2020, the new Administration Building will also open, and will also create additional paths of travel for the public on the Crenshaw Boulevard side of campus. Also, on the construction map, there are specific paths of travel for Construction Personnel and is noted by Red lines. There are also areas on the map that are noted with yellow flags. The yellow flag areas represent, where construction personnel stationed to guide both the construction trucks onto campus as well as foot traffic. There will have communication messaging to assist the public with the various routes of travel, including our disabled population.
 - 2. Minutes:** The October 2, 2019 committee minutes were approved.
 - 3. Workers' Compensation:** Valerie Wagner reported that there were no injuries for the month of October.
 - 4. Office of Safety and Health:** Valerie Wagner reported that ServPro just completed the mold remediation project for the Preserved Specimen refrigeration room, LS-126. Valerie Wagner is presently waiting to receive the official clearance from ServPro that LS-126 is actually clear of mold. Once clearance has been received, Valerie Wagner will then be able to coordinate with Rick Yatman, the District Buyer assigned on this project, to have the repair vendor perform the necessary repairs to LS-126. Once the repair work to room LS-126 has been completed, then mold remediation and decontamination will begin in the Cadaver Room, LS-128.

On December 2nd, Hazardous Communication – SDS Training will be held. December 6th and December 9th, will be the scheduled Respirator Refresher – Fit Testing for three Facilities new hires and five night custodians.

- 5. Safety-Related Work Order Report:** Michael Blada reported on the Facilities safety-related work order report. Work order number: 101201, to repair the hole on the ramp on the exterior

Staircase at the MBBM, is pending. The carpenter was able to replaced one ramp on the exterior staircase. Unfortunately, the replacement of the second ramp will have to wait, until the carpenter returns to work within the next couple of days. The (3) remaining work orders are all pending, since I am not able to report on their status since these work orders belong to the FPS Systems Department.

6. Action Item – Status of the Dust Collection System for Construction Technology –

Michael Pascual reported that there was a meeting held with the manufacturer, Donaldson Torit on October 7th to discuss the many problems, Construction Technology Department has been experiencing for a long period of time, but also to address the safety issues involved in both changing the filters and cleaning the system when the system becomes clogged. We are presently investigating the problems with the system and are realizing that perhaps the specifications for the current system are not correct for its' current use. We are also looking into what options are available for correcting the various problems associated with the System.

7. Division Safety Reports:

Office of Safety and Health – Valerie Wagner reported, that the Office of Purchasing & Risk Management is working on purchasing an additional Garaventa Super-Trac (electric) Evacuation Chair for the campus. The equipment is too large to be housed inside of a building and will need to be stored on an outside patio area. We are looking at the 2nd Floor, Bookstore patio area next to the electrical outlet as perhaps a good location. We are also looking into various weatherproof cabinets to house the equipment in, since it will need to be stored outside. Presently, we do have a Super-Trac on campus at the South-East entrance of the MBA Building, behind a locked door. The Office of Safety and Health will also be working with Facilities on the installation of 9 recently purchased, Evacu-Trac (manual) evacuation chairs at the various buildings on campus. The Office of Safety and Health will also be working with Facilities, on a preventative maintenance plan to have the evacuation chairs placed on the work order system, for inspection and servicing on a six month basis. John Tamura, District Buyer is also looking into having a vendor come out and conduct training on the evacuation chairs.

Purchasing & Risk Management - Michael Pascual reported that the Committee is still working on some minor items before we are able to finalized the Work Cart Safety Program. The Committee is currently working on the complete inventory list of the carts we currently have. Jorge Gutierrez, the Executive Director of Facilities, is also working with a consultant, to create safe paths of travel for personnel to use when driving the carts, and to also be in compliance with ADA regulations. Each cart will also be assigned a universal numbering system for better identification purposes.

Fine Arts Department – Adrian Amjadi reported that his department is experiencing issues with locks not working properly, which work orders have also been submitted to Facilities. The door to Art-125 has to be replaced due to damage caused by a student.

The department is also looking into purchasing emergency backpacks, including First Aid Supplies and emergency radios. Are there any requirements for purchasing emergency supplies? Valerie Wagner stated that the only perimeter to consider when purchasing first aid supplies is to not purchase medication, such as cough syrup, aspirin, etc. A person is only allowed by law, to dispense medication, by mouth to themselves and not to others, unless the person is a licensed pharmacist or doctor. Valerie Wagner also commented, that Crystle Martin, Director of the Library recently purchased short –wave emergency radios, which her staff are very happy with and would provide the radio information to the Fine Arts Department.

Life Sciences – Christie Killduff reported that there has recently been communication between the Dean of Natural Sciences, Amy Grant, the Vice President of Academic Affairs, Jean Shankweiler, and the instructors who teach in LS-130 concerning the on-going noise problem, caused by the ventilation system. Christie Killduff also stated that this problem was also reported during two separate Workplace Health & Safety Committee meetings, but unfortunately the problem was never resolved. Valerie Wagner stated that it was her understanding, per the Facilities Department that more likely an engineering company, would need to design and install new equipment, which requires funding since this project would be expensive to complete. Christie Killduff also reported that one of the instructors will also be meeting with President Maloney to discuss this problem.

8. **Next Meeting:** Wednesday, February 12, 2020 at 8:30 a.m. in the 2nd Floor, Bookstore Conference Room, 253.