

**CONTRA COSTA COLLEGE
SAFETY COMMITTEE
Friday, September 3, 2020
8:00 a.m. - 9:00 a.m.
ZOOM**

Minutes

Committee Members: Mariles Magalong (chair), Bruce King, Finy Prak, Natasha Lockett, Miguel Johnson, Ellen Coatney, Tom Holt, William Tandongfor, Alfredo Angulo, Kimyatta Newby, Leslie Noriega

Present: Bruce King (acting chair), Mariles Magalong, Ellen Coatney, William Tandongfor, Lt. Thomas Holt, and Natasha Lockett

Meeting called to order at 8:04 a.m.

I. Approval of Current Agenda

II. Approval of Minutes from March 6, 2020 and May 1, 2020

III. Action Items

IV. Status Reports

A. Accident/Injury Reports (Tom Holt)

- No accident or injury report

B. Evacuation Reports (Tom Holt)

- No evacuation reports

C. Facilities/Construction (Bruce King)

- PE/K planned to be completed beginning Spring 2021
- Fitness Center planned to be completed October 15, 2020.
- Science Building is two weeks ahead of schedule. There is a three-story beam structure on site.
- The AA building project is sent to Board for approval of a new HVAC.
- Automotive is installing 10 car lifts to house more cars in parking area before the end of 2020.
- District has provided employees with trainings on COVID-19 and preparedness.
 - The lab classes on campus has coordinated with Buildings and Grounds to set up social distancing standards.
 - There are COVID-preparedness flyers on entryway and exits of buildings. There are stickers on the ground for 6 feet social distancing.

- Distributed PPE equipment to departments that were necessary. These supplies were given by the State Chancellor's Office.

D. Risk Manager (Jerry Johnson)-unable to attend

E. CCCCSIG (Denise Schreiner)

- Incidents last fiscal year there were 17 which has decreased from the year before.
 - Total incurred is \$55,000
 - No details on the on the 4-5 slips, trips and falls
 - July and August 2020
 - 2 incidences reported
 - Claim from Custodial stooping, bending, and twisting.
 - Instructional Assistant carrying Incident, no claim dollars.
 - Bruce- Will there be a discount to the campus on services, since there is no one on campus due to shelter in place.
 - Denise will look into the possible discount
- New online Wellness program called "Walktober".
 - Starts October 1st- 31st, registration starting September 14th, this is a fitness program free for employees.
- Remote ergonomic consultations are requested by supervisor approval only. A Zoom appointment will be set up for the employee that is working from home. The face to face ergogenic testing is only for campus spaces.
 - Employees working on a laptop, it is recommended to get wireless keyboard and mouse. It is difficult to stay ergonomically correct with a small keyboard.
- Live virtual safety trainings began with CCC Buildings and Grounds. Since, over 10 trainings and about 500 Custodial and B&G staff across the country.
- Non-violent crisis intervention refreshers are partially hands on, trying to find alternatives to the hands on portion of the training to fully serve our employees.
- Stress management are 30 minutes webinars and added additional courses in September.
- 100 on demand online courses related for safety.
- COVID-19 prevention resources section.

V. Other Business/Discussion Items

VI. Adjourned at 8:40 a.m.

Next meeting is Thursday, October 1, 2020.