



CONTRA COSTA COLLEGE

Safety Committee

Date: Thursday, 12/02/2021 Time: 8:00 AM to 9:00 AM

Zoom: <https://4cd.zoom.us/j/98889122416>

Meeting Minutes

Call to Order 8:02 a.m.

Attendance: Manuel Valentin for Lt. Charles Hankins, Nick Dimitri, Denise Schreiner, Ellen Coatney, Bruce King, Brian Williams, and Natasha Lockett

Absent: William Tandongfor, Ruth Gorman, and Jerry Johnson.

Note Taker: Jacqueline Oré

Agenda Items	Action Meeting Minutes	Follow-up/Task
I. Review of current agenda and previous meeting minutes		
II. Action Items	None.	
III. Status Reports A. Accident/Injury Reports (Manuel Valentin for Lt. Hankins)	There was a single incident report of an elderly man slipped by a miss step and fell on the concrete on the service road by near Gym during a basketball tournament.	



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<p>B. Evacuation Reports (Manuel Valentin for Lt. Hankins)</p>	<p>There has not been evacuation drill since March 2020.</p> <p>Starting January Police Services will resume on evacuation drills which will also include evacuation plans with the new Science building.</p>	
<p>C. Facilities/Construction Updates (Bruce King)</p>	<p>The Science building will be ready for opening in Spring 2022. Movers are starting to bring in furniture to set up and install.</p> <p>PE/K project will begin occupancy Spring 2022 semester.</p> <p>Automotive Department Parking Lifts are pending due to electrical work needing to be completed.</p>	
<p>D. Risk Manager (Jerry Johnson)</p>	<p>Not in attendance.</p>	
<p>E. CCCSIG (Mike Griffith)</p>	<p>There were two slip, trip, and fall reports from Custodial employees. One employee injuring themselves by excessive pushing and pulling, straining the hand and arms. The other Custodial employee tripped over a box on the floor.</p>	



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There is no theme or trend to report to higher management.

Common issues report throughout the County:

1. Slip, trip, and fall
2. Carrying and lifting
3. Ergonomic stress

Slip, trip and fall are the most common and the most expensive.

Trainings, inspections, and ergonomic evaluations are available. Ergonomic sessions are preferably set in the beginning of the year or when the employee comes back to campus and recognize themselves with the office environment.

New Staff Development Training “Cultivating Healthy & Positive Workplace Relationships” 1 – 1.5 hours in person or ZOOM.

Self-Care Resources videos and training. Wellness and Mindset trainings are coming soon.



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IV. Other Business/Discussion Items	VP of Business and Administration interview forums are today at 2:00 pm. HVAC evaluations throughout the District is still ongoing. The supply on the MIRV-13 filters are in short supply. COVID-19 testing is in the Student Lounge are available to staff, students and faculty.	
V. Adjournment	Meeting adjourned at 8:43am Next meeting is Thursday, February 3, 2022 at 8:00 a.m.	