



Environmental Health and Safety Committee

November 3, 2021 – 9:00 a.m.
Zoom Meeting

MINUTES

Present: Leonard Knight, Gardenia Malone, Virginia Moran, Robert Sewell, Chris Shelby

Absent: Frederick Board, Hamid Eydgahi, Cathy Ekpo, Joseph Martinez, Christi Myers, Diane Wollan

Recorder: Gardenia Malone

Call to Order: 9:11a.m.

Agenda items

- I. **Review of the Minutes of (06/02/21 & 10/06/21)** – MSC L. Knight /C. Shelby (06/02/21), MSC L. Knight/ C. Shelby (10/06/21). Minutes approved without changes.
- II. **Updates on Campus Safety Member Concerns (Chief)** – Public safety is in the process of hiring more reserve officers and finalizing a supervisor position. These roles will be assisting with campus safety within the next couple of weeks. Police has been doing routine patrols and lockups in Hesperia and main campus. M&O is working on the lighting behind the library and around the parking lots. Public safety forums with Campus Police will be coming up this November, such as “Cocoa with the Popo”. Parking will open back up as construction projects wrap up. Lower campus parking and taking the elevator to upper campus is another option. Parking in the Excelsior handicap spaces without a handicap permit is not allowed and officers will be enforcing the law to open up parking.

III. Safety Self-Audits Open Discussion (Gardenia) – No safety concerns were brought up by the membership at this time. Chief Knight asked if any recommendations were made to Gardenia Malone by Keenan. Gardenia said that Keenan recommended the installation of air filters above the flammable liquids cabinets. The cabinets house volatile organic liquids that are an inhalation hazard when opened. The Dean of STEM (Hamid Eydgahi) will check Keenan's report for the official recommendation before moving forward. Virginia Moran asked what is the process for communicating the issues on the report to the departments. Gardenia said that the Director of M&O receives the report and needs to address the findings. Virginia will bring up to College Council that John Nahlen (Risk Manager) should communicate the Keenan report findings to each department. Since the EH&S Committee is only a small group, College Council should also remind everyone to do safety self-audits or to call the Director of M&O to address larger safety issues. There should be a more systematic approach to addressing the Keenan report.

IV. Update on OSHA Regulations for Safety in Ceramic Art Courses (Chris) – Chris Shelby found safety protocols for ceramics courses that are given in other colleges (South Texas College, protocols were originally from Radcliffe and Dartmouth Colleges). Dean of HASS (Jacqueline Augustine) suggested that a grant be submitted to buy a special HEPA filter vacuum cleaner. Mopping is an electrical hazard as electric wheels are used in the classroom. Clay must be disposed properly as the silica content is a health hazard. Students must wear specific masks to minimize the inhalation of clay particles, again due to silica. Stringent policy must be followed by all faculty, especially part-time instructors. Chris will hear back from her Dean as to how it will be ensured that instructors follow protocols, such as with an MOU. Cleaning responsibilities are also being discussed. Classes would be offered on Fridays to allow time for the classroom to be cleaned up. Robert Sewell asked Chris to get a price estimate for the HEPA vacuum cleaner. ASB

may be able to invest funds in the ceramics project. Gardenia and Chris are contacting Keenan to obtain further suggestions. Chief asked Chris to put together a proposal that would include safety/chemical protocols, equipment, and price estimates. The proposal would be submitted for review to EH&S Committee and then the Dean of HASS. Chris, Robert, and Gardenia are the subcommittee working on this topic.

V. Progress on Purchasing DEA Regulated Substances for Educational Use

(Gardenia) – Biology department filled out paperwork to purchase Iodine from the vendor VWR. The paperwork asked for two forms of identification, an Exemption Letter (stating that we are an educational institution and not a seller), and an End of Use form which describes for what the regulated substance will be used. One form of ID was a W-9, which was obtained from Fiscal Services. The second was a Driver's License. Chief asked whose Driver's License was noted on the paperwork since we are an institution, perhaps it is not best to submit this as a form of ID. Gardenia will follow up with Biology lab tech, Rhonda Ambrose, to see what final documents were submitted and if they were accepted by the vendor. John Nahlen was to review the paperwork before it was submitted to VWR.

VI. Update on Disposal of Radioactive Specimens (Gardenia) – The Board of Trustees approved the waste pickup quote from Clean Harbors Environmental Services. A date for pickup is pending.

VII. Round Table –

No concerns were brought up at this time. Happy Thanksgiving!

Adjourn – 10:05 a.m.

Next regular meeting scheduled December 1, 2021 at 9:00 a.m.