

# SAN DIEGO MIRAMAR COLLEGE SAFETY COMMITTEE

## Minutes

Wednesday, December 9, 2015  
Room L-108 1:00 p.m.

Attended: Brett Bell, Carol Reagan, Dennis Aquino, Francine McCorkell, Frank Fennessey, Gilberto Torres, Karen Woods, Lezlie Allen, Lorena Telo, Magdalena Kwiatkowski, Martin Walsh, Paul Chlapecka, Terhea Williams, and Vuong Nguyen

Absent: Dan Gutowski, Dane Lindsay, Elizabeth Thomas, Kurt Hill, Laurel Slater, Michael Lopez, Patrick Breen, Peggy Hunt, Rob Meyers, Roy Kinley, Sean Young, Stephen Um

- 1) Approval of December 9, 2015 Minutes: (F. Fennessey, M. Walsh)
- 2) Approval of March 9, 2016 Agenda: Approved with no revisions.
- 3) Injury/Illness and Accident Investigation Reports Received Since Last Meeting

07/10: At approximately 1:30 p.m. a student was coming out of ESL class and fell off the curb. The student suffered bi-lateral palm abrasion and left knee abrasion. *B. Bell stated he is very familiar with this location and the curbs are painted either red or yellow. With that being said Brett feels like this accident happened due to lack of attention on the student's part and no further follow up required.*

07/22: At approximately 12:10 p.m. a counselor reported stiff neck, mid-back pain, and headaches that have been an on-going issue becoming increasingly worse. Ergonomics was assessed; requested replacement of desk and having a permanent chair installed.

09/15: At approximately 7:00 p.m. a student was at home and started to experience severe abdominal pain. On 09/16 the student was sitting in class and started to experience the same abdominal pain again except worse. The student was evaluated by paramedics and transported to Sharp La Jolla Hospital for further treatment. *B. Bell stated that this was an illness not an accident.*

10/10: At approximately 11:00 a.m. a student was walking down the stairs leading to the front of the main doors. Officer Paul Hubka reported that the student "stepped wrong" and fell down. There were no witnesses to the fall. The student then walked back up to the third floor classroom to report the fall. Paramedics met with the student on the first floor and were transported to Mercy Hospital for treatment and x-rays. Officer Hubka reported the following: There were no abnormal marks or swelling to the left ankle. There were no trip hazards on the stairs. There were handrails on both sides of the stairs. *B. Bell asked the safety committee if there were concerns; none were noted.*

10/20: At approximately 9:10 a.m. a student temporarily lost vision in the right eye. The student noticed the condition just after participating in a practical exercise applying carotid restraint techniques. The student was evaluated by paramedic, but refused transportation to the hospital. The student returned to class to finish the day's instruction. *B. Bell asked the safety committee if there were concerns; none were noted.*

10/21: At approximately 8:10 a.m. a student was running during academy class and felt a sharp pain in abdomen area. Paramedic transported the student to Kaiser Hospital for further medical evaluation. *B. Bell asked the safety committee if there were concerns; none were noted.*

10/22: At approximately 8:59 a.m. during basketball practice a student injured right shoulder. The student reported while reaching to take away the ball from another player the right hand got tangled between the ball and the arm of the other player. The other player moved away from the student taking the student's right hand briefly and then the student felt something in the right shoulder "pull". First aid was rendered by NP Eng. The student returned to class. *B. Bell asked the safety committee if there were concerns; none were noted.*

11/02: At approximately 7:00 a.m. during the first day drill at the academy a student experienced chest pain and throbbing pain in head. Paramedic transported the student to Sharp Memorial Hospital for further medical evaluation. *B. Bell asked the safety committee if there were concerns; none were noted.*

11/03: At approximately 8:45 a.m. a student was in a defensive tactics training class and injured wrist. While training with a partner left hand was bent forward towards the forearm. The arm got pinned to the mat and the partner's body weight was completely on top of the student's wrist not being able to free the arm. The student screamed in pain and the partner got up. The student declined treatment and returned to class. *B. Bell asked the safety committee if there were concerns; none were noted.*

12/07: At 8:15 a.m. while performing a science lab experiment a student squeezed a squirt bottle filled with 3.5% acetic acid solution; it shattered and sprayed in the student's eyes. The student was not wearing safety goggles. First aid was given; an eye wash administered. Police report was taken by Officer Paul Hubka. The student was rushed to ER hospital via ambulance where there could be further treatment. *B. Bell asked the safety committee if there were concerns; none were noted.*

#### 4) Review/Update

##### a. Emergency Preparedness Plan (Brett Bell)

During our last meeting we discussed a schedule for C-Cert and Site Incident Command training. Officer Farrell reached out immediately and also asked if I'd be interested in Active Shooter Training. It's important for both primary and secondary roles to be prepared at all times so this year's training will involve the secondary role who will be in full participation during the exercise. This training typically takes place during the break.

##### b. Campus Safety Environment (Brett Bell)

T. Williams witnessed a student on top of the roof of the S6 Science building. The student had complete unauthorized access. No alarm went off causing a concern with our security system. When speaking with the student he felt access to all roofs on this campus would be easy for him. There was no concern of the student harming himself or others; nor was there a concern for causing vandalism. There was more of a concern on how he managed to get access without tripping the alarm. Doors & stairwells were checked and nothing out of the ordinary was found. While Terhea was walking up the stairwell the student was coming down and tripped the alarm at that time. No further action was taken. *B. Bell stated that this was a purposeful violation of our security protocol and should have been reported to College Police. We have developed processes on our campus so we have fulfilled our responsibility in limiting access to our rooftops; however any individual can find a way to climb or scale to avoid locked doors. Campus police should always be notified when there is unauthorized access to restricted areas of the campus.*

L. Allen wanted to make the safety committee aware that Facilities used their sharps container to dispose of a used needle. Dane Lindsay contacted Lezlie to let her know that a custodian discovered a needle in the trash bin of the women's restroom located in the N building. The custodian was using a reacher to go through the trash when it was discovered. The needle was then taken to Health Services for proper disposal in the sharps secured container. Lezlie stated it appeared to be a needle that was used for drug use.

M. Kwiatkowski addressed a concern about a curb in front of the B-300 building. It used to be a parking curb, but there is no parking space there anymore. It is painted red curb. *B. Bell stated that curb is required for ADA compliance for site impaired individuals so they don't walk into traffic.*

5) Old Business

- a. **Safety Inspections-** B. Bell stated that we are not doing too good and only have the safety inspections done for the B bungalows, Aviation, F bungalows, and all of the L building. We have (20) locations and (16) of them have not had their safety inspections done. This calculates to 80% have not done their safety inspections.

As a review these are the buildings that still need to be completed:

Building	Name	Notes
A200	Peggy Hunt	
C1, C2, C3, & C4	Dan Willkie	
Child Development	Elizabeth Thomas	<i>* Contact Elizabeth</i>
H	Michael Lopez	<i>* Assign Someone Else</i>
I	Dane Lindsay	
J	Dane Lindsay	
	Dan Gutowski	
	AnnaLiza Soriano	
K - Food Service	Patrick Breen	
K - Bookstore	Rob Meyers	
M	Melanie Cordero	
N		<i>*Assign Someone</i>
P	Dan Gutowski	
R	Stacy Rodgers	
S5 & S6	Vuong Nguyen	
U	Dane Lindsay	

- b. **SDS Online** – B. Bell stated that he has not yet done the identification of leads for these departments: Science, Aviation, Automotive, Diesel, Fine Arts, Fire Technology, Health Services, and College Police to identify those hazardous materials. He will work on that.
- c. **AED Maintenance & Monitoring** – V. Nguyen confirmed that the AEDs for the S5 and S6 buildings have been received and are now pending to be installed. Vuong stated that he will be completing the daily/ monthly checks. Pending to assign a secondary person for the R1, R4, S5, and S6 buildings & elevator. **Francine continues to receive the maintenance checklist reports by the 5<sup>th</sup> of each month.**
- d. **Strengthen College Safety Reporting** – F. Fennessey had an update on funding. The committee reviewed a student safety program at City College. It was noted that the safety concern at the three campuses are all different. College Police will summarize what type of safety issues are reported at Miramar. Funding for this program is a concern.

#### 6) New Business

- a. **Tripping Hazard In The R Building Conference Room** – M. Walsh reported that the threshold is missing when you go from carpet to concrete. A work order was done and a piece of tape was put on it, but the door was so close to the ground that it just ripped the tape off. There have been strings of e-mail discussing a permanent repair so he is under the impression that it will be fixed soon. *B. Bell stated that if it is not repaired in a timely manner to let him know and he will follow up.*
- b. **M Building Door Accident/ Injury** – B. Bell stated that there was an injury reported last month that he was unfamiliar with. A student opened the door to the M building; the door handle came off, and hit the student in the face. Brett immediately contacted Facilities to make sure the repairs were made so that it didn't happen again. *Facilities did confirm the repair was made the same day.*
- c. **ALICE Training (Active Shooter)** – L. Allen has been getting inquiries as to when the next Active Shooter training will be held at Miramar College. The last training at Miramar was held in October 2015 and there hasn't been once since. In a previous safety meeting Officer Ferrell mentioned a tentative date scheduled January 2016; however an update is pending. Meanwhile Brett would like to get this message out to the campus. We are not going to have security locks put on doors. We are not going to have window shades installed in every window. What this means is we will need to look at our own work environment surroundings and think to ourselves how this situation would be best handled in in our office. 1<sup>st</sup> response would be RUN, 2<sup>nd</sup> response would be HIDE, and 3<sup>rd</sup> response would be FIGHT. Each of us should be thinking about our work area and preparing measures to take "if" such an active shooter incident occurred. *F. Fennessey will follow up with Chief Aguirre to see if the active shooter module has been approved through Keenan so that we all can login the website to also receive additional online training.*

#### 7) Safety Related Items

- V. Vuong inquired about Anemometer training. *F. Fennessey stated that they are trying to train staff in house so that they can provide hands on training to the campuses without having to sub out to a third party.*
- T. Williams had an inquiry from an instructor. The instructor asked if their door can be locked while class is in session. *B. Bell stated "no"; that for safety regulations the doors must remain unlocked unless there is the identification from the red callbox they should shelter in place. Locking the door from the outside will delay an emergency response.*

#### 8) Next Meeting: Wednesday, February 10, 2016, at 1 pm, Room L-108