



**SHASTA-TEHAMA-TRINITY COMMUNITY COLLEGE DISTRICT  
DISTRICT HEALTH & SAFETY COMMITTEE**

**Meeting Notes**

Friday January 21<sup>st</sup>, 2022 Time: 9AM

**CALL TO ORDER:** Co-Chair Andrew Brown called the meeting to order at 9:01 a.m.

**ATTENDANCE: Members Present**

Andrew Brown  
Corinne Ewing  
Phil Clark

Pamela Carney  
Denise Axtell  
Jill Ault

**Members Absent**

Jeff McCormick  
Lonnie Seay  
Jay Axtell  
Craig Richie  
Sonja Mendes  
Marrienne Williams

Elena Carmena  
SCSS Representative  
Harry Easter  
Joe Trompczynski  
Mike Mari

**MEETING NOTES:** Andy moved to approve December meeting notes.  
Jill Approved. Sonja seconded.

**I. NEW BUSINESS:**

IIPP: Andy advised this item is still a work in progress. He would like to have the document sent out to the committee to have updated. Once the committee has completed the IIPP, it would be sent to Phil for input and finalization. Phil advised he would be happy to review for Shasta College.

Safety Funds: Andy advised he is reaching out to the committee to see if there are items in need in specific areas that are safety related. He stated please let him know and he will bring the needs to the group for discussion. He used the Madvac Sweeper as an example. Andy has been in contact with the vendor however, the delay is due to the equipment being sold during a demonstration. He is waiting on the vendor to advise when another one is available.

CO2 Tank - Andy asked for Approval on the purchased item. He stated it was for the pool as something within the previous CO2 tank had failed and was interrupting PH service to the pool. He stated the tank was 15+ years old. The cost for the item was \$ 6569.17. He motioned for an Approval of the purchase. Denise Axtell Approved. Sonja Seconded the Approval. Jill stated Safety Credits could be used for the purchase.

**OLD BUSINESS:**

Andy advised the committee is there were any Old Business to discuss.  
*None stated.*

**II. OCCUPATIONAL INJURY & ILLNESS INCIDENT REPORTS: Corinne/ Phil**

Corinne stated that a few incidents have occurred since November's Report. She discussed result the following incidents

1. 12/07/21- Classified employee was seen regarding the injury and currently on light duty.

2. 12/10/21- Report only, no claim filed for the incident.

3. 01/05/22- Report only, no claim filed for the incident.

Phil inquired about the 12/10/21 incident. He asked if remediation steps were taken, regarding the heavy item that required assistance in lifting. Andy advised the equipment was an older corded reel mounted to the ceiling. He stated the corded reel was replaced with a lighter and updated version. It was during the replacement that the injury occurred.

Phil stated the sweeper would help with the 01/05/22 incident involving wet leaves. Andy stated it would also help with the acorns found all around the campus. Andy advised he was hopeful the Madvac machine would help reduce the street debris hazards.

**III. ALLEGED HAZARDS REPORTED TO MEMBERS:**

SCMC North Lot Stop Sign:

Andy stated the Stop sign is at PPD and will be installed.

SCTE Sinkhole:

Andy stated a culvert had rotted out due to heavy rains and that caused the sinkhole located at the Tehama campus. Andy advised he has reviewed GSI Maps, considerations were made for it being a different jurisdiction however Cedar Creek Corporation would be resolving the issue of the sinkhole. The sinkhole is currently boarded off with caution tape. Andy advised the Stop Sign would also be replaced at the Tehama Campus.

**IV. INSPECTION REPORTS: Campus Safety**

Phil had a question regarding the Safety Reports. He asked if they were sent to Andy and if issues were found, how are they resolved. Andy advised issues found during safety inspections were submitted as work orders thru School Dude. Phil asked if the monthly inspections were consistent and if the other campuses were completing Safety Inspections as well. Andy advised the majority of reports were completed on Main Campus; however, he would be open to reaching out to the other campuses to complete safety inspections on the buildings. Andy did state the satellite campuses were very good with keeping him informed with building needs and maintenance issues.

**V. SAFETY COMMUNICATION (notices, procedures, in-service training, etc.):**

Andy advised he still looking to schedule Narrow Fork lift Aisle training with Phil. Phil asked if Andy wanted to complete the Gradall Training at the same time. Andy stated he may not have the attendance for the class but will look to schedule with Phil in the future. Andy advised he will schedule the SWACC Program Report with Phil.

**VI. ENFORCEMENT OF SAFE PRACTICES AND RULES:**

Andy reviewed the completion of the CIS building. He stated the exterior building is AMAG, electronic access. The interior classrooms are waiting on hinges and once completed, the interior classrooms would be AMAG.

Andy advised Grounds would be addressing potholes by the Fire Training Grounds.

**VII. RECOMMENDATION FOR HAZARD CONTROL:**

None

**VIII. OTHER**

Andy advised if there were any questions or concerns.  
None stated.

Meeting adjourned at 9:25 a.m.