



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

Meeting Notes

Thursday January 23rd, 2025, Time: 9AM

CALL TO ORDER: Co-Chair Andrew Brown called the meeting to order at 10:01 a.m.

ATTENDANCE: Members/Guests Present

Andrew Brown	Denise Axtell
Keri Mathews	Amy Westlund
Elaine Carmena	Trinity Brooks
Becky McCall	

Members Absent

Lonnie Seay	Mike Mari
Kody Turner	Phil Clark
Jeff McCormick	Joe Trompczynski
Craig Richie	SCSS Representative
Hazardous Compliance Specialist	Equipment Technician

MEETING NOTES: Andy motioned to Approve. Amy motioned. Denise seconded. No corrections or comments were made.

I. NEW BUSINESS:

Trees and Safety Concerns

- Discussion regarding hazardous trees around campus.
- Trees near buildings or over walkways, especially leaning trees, are a safety concern. A branch recently fell on the north side of the library.
- Recommendation to keep trees at least 20 feet from buildings and walkways to prevent safety hazards.
- Decision made that if a tree is deemed a hazard, it will be removed, and the decision will be made on-site.

Electrical Infrastructure Project Update

- The electrical infrastructure project, which involved pulling new wires to six buildings and the substations, is mostly complete.
- The remaining work includes maintenance on a circuit breaker scheduled for February 14th, when power will be shut off to several buildings including 1800, 1900, Cal Fire North, 2800, 2950.
- This date was chosen to minimize disruption as February 14th is a holiday for the campus.
- Communication will be sent to stakeholders including Cal Fire North.

800 Building Construction

- Construction on the 800 Building is expected to start by the end of March or early April.
- A construction fence will be placed around the 800 building, affecting walkways.

- Recommendation for graduates during the commencement to check in via the north side of the 1100 Building instead of walking through the 800 area, which will be fenced off.
- Concern about parking overflow in the south lot; discussion on transportation options to mitigate issues. Campus safety will manage shuttles.
- Starbucks may not be open due to the construction disruptions. A decision will be made closer to the event.

200 Building Update

- The 200 Building is nearing completion. Landscaping work is underway, and flooring will begin next week.
- Heating has been turned on in the building to prepare for flooring installation.
- Book stacks are expected to arrive mid-to-late March, with furniture rolling in by April.

II. OLD BUSINESS:

III. OCCUPATIONAL INJURY & ILLNESS INCIDENT REPORTS: HR/ Phil

Occupational Injury/Illness Report (Amy):

- No new injuries or illnesses reported.
- A minor insect-related incident was mentioned but did not result in a claim.

IV. ALLEGED HAZARDS REPORTED TO MEMBERS:

- Discussion on improving signage, particularly around ongoing construction.
- It was noted that signs are being moved as necessary, but additional clarity is required, especially for high-traffic areas like Starbucks.
- Campus safety is monitoring the signage and will continue to evaluate effectiveness.

V. INSPECTION REPORTS: Campus Safety

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

VII. ENFORCEMENT OF SAFE PRACTICES AND RULES:

VIII. RECOMMENDATION FOR HAZARD CONTROL:

IX. OTHER

- Denise praised Physical Plant for the excellent work on the electrical infrastructure project, which was vital for food services and other departments on campus.
- Acknowledgement given to contractors for their hard work during the break.

AB: rt Cc: Becky McCall, Vice President, Administrative Services