



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

**Meeting Notes**

Friday June 17<sup>th</sup>, 2022 Time: 9AM

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

**ATTENDANCE: Members/Guests Present**

Andrew Brown  
Harry Easter  
Denise Axtell

Phil Clark  
Joe Trompczynski

**Members Absent**

Elena Carmena  
SCSS Representative  
Craig Richie  
Lonnie Seay  
Marrienne Williams

Pam Carney  
Jay Axtell  
Sonja Mendes  
Mike Mari  
Amy Westlund

**MEETING NOTES:** Andy asked if there were any questions or comments regarding last meeting's notes. There were no questions or corrections. Motion to Approve. Denise approved. Harry seconded.

**I. NEW BUSINESS:**

Andy reviewed the Committee By Laws, as Marrienne requested to step down and be replaced with Amy Westlund, the Director of HR. Andy advised he wanted to make sure he was going thru the proper process for this request. He also noted the vacant Athletic Equipment Technician role on the committee. Andy asked Phil if the Athletic Equipment technician was involved due to the nature of the job involving athletics equipment and safety. Phil stated there was no specific reason as to why the Athletics equipment tech was added to the committee. Andy advised the vote to purchase the Resistograph was Approved. Andy advised this is a good tool to have as a backup/second opinion to the arborist.

**II. OLD BUSINESS:**

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

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

Andy reviewed report: 1 new claim filed in April- Company nurse was called and no claim was filed.

Phil reviewed the fiscal year claims/loss from July 1, 2021-May 31,2022.

A total of 17 Work Comp claims = \$217,591.00 incurred cost for Shasta College. He stated 1 claim totaled almost \$181k, a Custodial Claim. He advised this certainly skews the number a little bit, remaining costs of other incurred claims at \$36,606.00. He stated pretty low costs without the one claim, compared to the previous year's 15 claims for a total of about \$172k, with two claims making up most of the total of \$155k. Specifics on Claims will be emailed to committee.

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

Andy advised the Glass Door incident in the CIS Building. He advised a custodian was working at night and happen to open the glass doors in the building. The door

exploded and shattered in many pieces. She was nicked on the top of her hand but she was not hurt. The remaining glass has been removed a precaution. They are in the process of replacing the glass with a different type of system.

Andy advised the following:

- Work south of the tennis court has been secured due to open trenches and safety hazards around the area. Hazard areas have proper notification to advise.
- Building 1400 work area has temporary fencing to secure area.
- Building 2000 back lot has been secured and advised of hazard risks due to various activities taking place for the HVAC upgrade.
- Building 2400, 2500 & 2600 is an ongoing project mostly contained inside the compound.

**V. INSPECTION REPORTS: Campus Safety**

Joe advised the only ongoing concern are the Blue Phones, as currently some are out of order. He advised some would need to be serviced and/or new ones installed. Andy advised if these were the older blue phones on Analog, Joe confirmed. Andy advised he would have someone out to service the equipment.

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

Andy advised New Hire, Custodial and Renewals for Forklift training would need to be scheduled. Phil advised he would be in contact to schedule another round of forklift training.

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

Andy advised the next big project would be Building 200 Library remodel. It is still in process with DSA. It has been delayed and possible bid on project could be the end of July, beginning of August. The project has a start time beginning of September and slated for 2 years for completion.

**VIII. RECOMMENDATION FOR HAZARD CONTROL**

Phil followed up on the Safety Compliance Plan and where Shasta College stands with completing the item.

**IX. OTHER**

Andy advised if there were any questions or concerns.

*None stated*

Andy motioned to adjourn. Denise motioned. Harry seconded.

Meeting adjourned at 9:18 a.m.

*GE: rt* Cc: Jill Ault, Vice President, Administrative Service