



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

Meeting Notes

Friday, June 25th, 2026, Time: 9AM

CALL TO ORDER: Co-Chair Andrew Brown called the meeting to order at 9:00 a.m.

ATTENDANCE: Members/Guests Present

Andrew Brown
Keri Mathews
Amy Westlund
Joe Trompczynski

Phil Clark
Trinity Brooks
Kody Turner

Members Absent

Craig Richie
Jeff McCormick
Denise Axtell
Equipment Technician
Hazardous Compliance Specialist

Becky McCall
Craig Thompson
Sonia Fitzhugh
SCSS Representative

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

- I. **NEW BUSINESS:** Sonya Fitzhugh was introduced as Elena Carmena's replacement from HSUC; however, she was unable to attend the meeting.

100 Building Renovation

Construction fencing has been installed after delays with the contractor.
Building will be fully secured and locked beginning tomorrow.
Asbestos abatement is scheduled to continue over the next several weeks.
Interior demolition is progressing well, including removal of ceilings and wall paneling.

Goat Grazing Program

Goats are completing their final grazing cycle near the lower fire training grounds.
Additional grazing completed at the former solar field and surrounding overgrown areas.
Project reduced fire hazards, removed star thistle, and improved defensible space.

Tree Removal / Vegetation Management

Bundy's Tree Service removed dead standing trees and downed debris west of Campus Safety. Work improves defensible space, appearance, and protects nearby utilities.
Project expected to be completed by the following afternoon.
Ongoing maintenance will continue after future winter storms as needed.

II. **OLD BUSINESS:**

700 Building Remodel

Positive feedback on the remodel; Dishwasher installation scheduled for Friday. Project successfully relocated staff from the 100 Building. Final punch-list items continue while the building is occupied.

800 Building Remodel

Finishing work continues, including projector screen installation; Room 801 is being prepared for a July 15 event. Building is substantially complete and will officially open for Fall semester.

Heat Awareness

Committee reviewed recent high-temperature conditions; they discussed staying hydrated, take cooling breaks in air-conditioned buildings as needed and safety remaining the priority during extreme heat.

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

Injury trends continue to primarily involve:

Slips, trips, and falls, strains/sprains, struck-by incidents (primarily in Agricultural operations). Injury distribution included: Food Services (3), Administration (2), Clerical (2), Maintenance, (2) Faculty (4, DAPS (1), Transportation (1) Phil will prepare a frequency, severity, occupation, and cause analysis for committee review before the new fiscal year.

Filtered Water Bottle Fill Stations

Committee discussed a faculty/union request for additional filtered bottle-fill stations. Existing bottle-fill stations are located in: CTE/Welding, building 2900, standard drinking fountain available in Building 4000. Future installations are planned as remodels occur, including Building 2800. Existing units are being reused whenever possible to reduce costs.

IV. ALLEGED HAZARDS REPORTED TO MEMBERS: Andy

Pest concerns reported at the Trinity Campus. Woods Pest Control responded the same day. No additional complaints have been received. Ant activity currently being addressed in Building 1000 with Grounds and Woods Pest Control.

V. INSPECTION REPORTS: Campus Safety

Fire System Inspections

Annual fire system and extinguisher inspection contract has been resubmitted. Contract period: July 1 – August 3. Commercial vehicle fire extinguishers expiring July 8 will be prioritized.

100 Building Power Shutdown

Electrical power has been disconnected for demolition. Most pathway lighting remains operational.

Exterior wall lighting on Building 100 will remain off. Campus Safety will verify adequate lighting around pedestrian pathways.

Building Security

Contractors will secure entrances using chain and combination locks. Weekend and early morning work is permitted as needed. Campus Safety staff have been notified.

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

Work Order

Reiteration to submit work orders promptly for hazards or maintenance concerns. Verbal reports may be forgotten; written work orders improve response time.

Construction Safety

Additional construction warning signage will be installed around the 100 Building. Construction fencing is secure and pedestrian traffic has been redirected appropriately.

VII. ENFORCEMENT OF SAFE PRACTICES AND RULES:

VIII. RECOMMENDATION FOR HAZARD CONTROL:

Safety Training & Funding

New fiscal year begins July 1, restoring two Loss Driver Reduction Program training days. Remaining forklift certification opportunities include narrow aisle forklift observation training and class VII (extended reach) forklift certification as needed. PIPS (Protective Insurance Program for Schools) safety funds remain available for additional training and safety initiatives.

IX. OTHER

Motion to adjourn. Amy motioned. Keri seconded.

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