



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

Meeting Notes

Friday, March 20, 2026, Time: 9AM

CALL TO ORDER: Co-Chair Kody Turner called the meeting to order at 9:01 a.m.

ATTENDANCE: Members/Guests Present

Andrew Brown	Phil Clark
Craig Thompson	Andrea Brown
Kody Turner	Denise Axtell
Becky McCall	Joe Trompczynski

Members Absent

Elena Carmena	Craig Richie
Keri Mathews	Amy Westlund
Trinity Brooks	Jeff McCormick
Equipment Technician	SCSS Representative
Hazardous Compliance Specialist	Amy Westlund

MEETING NOTES: Kody motioned to Approve. Craig T. motioned. Denise seconded. No corrections or comments were made.

I. NEW BUSINESS:

Narcan Distribution and Training

Kody shared that Health & Wellness received Narcan for campus distribution. It is safe, easy to use, and temporarily reverses opioid overdoses. Staff can complete a short training video to receive it. Andy discussed placing Narcan in key areas such as Campus Safety, the athletic field house, training rooms, gym, and dorms, and possibly creating maps for locations. Kody confirmed Narcan is free through a state program and comes in cases with multiple doses. It was emphasized to call 911 first, that Narcan is not a cure, and CPR may be needed. Individuals may become agitated after administration. Training resources are available through Keenan SafeColleges, along with QR code-based instructional materials included with Narcan kits. Denise asked if communication would go out regarding this distribution. Kody advised will need to confirm with Health & Wellness. Phil will provide Keenan bulletins regarding Narcan.

Physical Plant Attire

Kody reported that Physical Plant has ordered black, moisture-wicking shirts with the Shasta College logo and Physical Plant identification. The new attire is intended to improve visibility while also being more practical for the staff & student environment. Transportation staff will also transition to similar uniforms for consistency and durability.

Spring Break Tree Work

Andy provided an update on planned tree maintenance during spring break, which will include removal of a large dead oak near the East Parking Lot, canopy thinning near the 1600 greenhouse to improve light exposure, and removal of additional trees near Building 300 that had previously been identified by an arborist. Stumps near the fueling station will also be removed. This work is scheduled for the week of April 6 to minimize campus disruption.

Fueling Station Upgrade

Andy reported that the transportation fueling station project is currently awaiting electrical drawings before it can go out to bid. The project will transition fuel storage from underground to above-ground tanks. The new system will include gasoline, diesel, and waste oil storage.

Campus Walking Trail

Andy shared plans for a new walking trail located north of the North Parking Lot. The trail will connect the ticket booth area near the football field to the training grounds and will be constructed using decomposed granite provided by Cal Fire. Andy advised the project is intended to improve safety by reducing pedestrian traffic on roadways.

II. OLD BUSINESS:

Building Updates

Andy advised that Building 800 is nearing completion, with a projected close-out date of April 7. Building 700 is progressing on a similar timeline. Both buildings will remain closed until the fall semester to allow for installation of IT infrastructure, furniture, and final preparations. Staff relocations will begin soon to support the demolition of Building 100.

He stated Building 100 project will go out to bid at the end of April, and the quad project will likely bid in June or July. The Veterans memorial relocation flag movement and EVOC course relocation to old solar field is also scheduled. Work will be phased to allow foot traffic and is expected to continue into 2026–2027.

III. OCCUPATIONAL INJURY & ILLNESS INCIDENT REPORTS: Amy

Phil reported that from July through February there were **8 claims totaling approximately \$375,000**, compared to **11 claims totaling approximately \$206,000** last year. Fewer incidents occurred, but costs were higher due to more severe claims. Most incidents involved slips, trips, and falls. Kody advised he implemented a footwear program providing slip-resistant shoes for staff working in higher-risk environments as a preventative measure.

IV. ALLEGED HAZARDS REPORTED TO MEMBERS: Andy

V. INSPECTION REPORTS: Campus Safety

Campus Safety provided updates regarding safety compliance efforts, including the replacement of outdated fire extinguishers and completion of hazmat inspections with no violations. Work is ongoing to coordinate annual inspections and improve maintenance of containment areas. Transportation and Campus Safety will be attending an upcoming hazmat conference to stay current on regulations and best practices.

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

Andy emphasized the importance of submitting work orders through FreshService. He noted reporting helps with preventing accidents and ensuring issues are addressed. Becky discussed sending periodic reminders to employees and possibly students to encourage consistent reporting.

VII. ENFORCEMENT OF SAFE PRACTICES AND RULES:

VIII. RECOMMENDATION FOR HAZARD CONTROL:

Becky raised concerns about roof safety following an incident at another school and suggested reviewing current safety protocols. The committee discussed existing practices, including ensuring multiple personnel are present and using appropriate equipment. Andy emphasized general awareness and caution when working at heights.

Phil reminded the committee of available safety training days through SWACC and highlighted the upcoming NySIA Facility Summit scheduled for April 16.

IX. OTHER

Motion to adjourn. Denise motioned. Craig seconded.

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