



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

**Meeting Notes**

Friday September 17, 2021 9AM

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

**ATTENDANCE: Members Present**

Andrew Brown  
Corinne Ewing  
Mike Mari  
Marrienne Williams  
Joe Trompczynski

Pamela Carney  
Denise Axtell  
Lonnie Seay  
Harry Easter  
Craig Richie

**Members Absent**

Sonja Mendes  
Phil Clark  
Jeff McCormick

Jay Axtell  
Elena Carmena  
SCSS Representative

**MEETING NOTES:** Andy moved to approve August meeting notes.  
Marrienne Approved. Mike seconded.

**I. NEW BUSINESS:**

Andy advised the current Shasta College IIPP had not been updated since 08/31/18. He stated much has changed since then with new members, new challenges and advised the committee will be updating the document.

Andy stated the Table of Contents to the document has been assigned accordingly. Committee members are to review and update their assigned pages. Andy advised PEAT and Food Services to feel free to add anything they feel is needed in their area to the IIPP. Mike stated it would be important to add Sonja Mendes also.

Andy advised please reach out with any questions.

**OLD BUSINESS:**

Resistograph- Andy stated they are still narrowing down the purchase for a Resistograph. He advised the equipment would not be an everyday use item, require storage and maintenance, therefore it was important to take the time to purchase exactly what is in need. He stated it is important to have 2 sources of information, Rico the Arborist and the Resistograph.

**OCCUPATIONAL INJURY & ILLNESS INCIDENT REPORTS:** Marrienne/ Phil  
August:

Corrinne stated records date only to July for the Occupational Loss reports since that was when the committee resumed. She stated the three reports in August were accidents and no claims were filed. She did advise the 07/29/21 incident though was deemed not serious originally, was more serious than thought. HR stated although they had received the forms for the incidents, no claims were filed. Mike advised the 07/15/21 incident looked serious. Corinne advised it may have occurred in the ambulance.

September:

HR advised an ergonomic assessment has been scheduled for the first claim. Corrinne advised with the second claim, the employee stated they would like to have the stairs to the Library addressed in the remodel. Possibly take into consideration to make the stairs safer. She advised she would mention it to the committee on the employee behalf.

Andy discussed during the 2800 Step Up move, there was an issue with the loading bay and its handrail. Acknowledging the need to make the loading bay safer for the new occupants. It was decided to remove the existing setup and replace with removable structurally sound metal posts for reinforced security.

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

Andy advised if there were any hazards reported to members. None.

Denise stated in the past, the committee was involved in a marketing campaign for safety. The Committee had requested if Marketing could create posters to address safety concerns on Campus. Andy advised the committee would have to check with Campus Safety.

**III. INSPECTION REPORTS: Campus Safety**

Joe stated campus buildings were outfitted with new ADA Emergency Action Guides. He advised to date no hazards were reported for any of the buildings.

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

Forklift training dates will be organized with Phil.

He stated that in his meeting with Phil, the focus would be updating the IIPP.

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

Andy referenced the upcoming Veterans Center Ribbon Cutting Event on 09/22. He advised the event would be expecting a large crowd approximately 150-200 attendees. Physical Plant has been active in keeping the area clear and safe. He advised the committee if they see anything unsafe in the area to please advise.

**VI. RECOMMENDATION FOR HAZARD CONTROL:**

**VII. OTHER**

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