

## Facility & Safety Committee

Monday, August 24, 2020 - 3:00 pm

Via Zoom

### AGENDA

#### Members:

<i>Scott Stark – Chair</i>	<i>Kim Dubois-Eastman - F</i>	<i>Michael Nguyen – D-M</i>		
<i>Tatiana Vasquez - F – Co-Chair</i>	<i>Kevin Grishow - M</i>	<i>Jose Recinos - F</i>		
<i>Dawn Adler - F</i>	<i>Robert Jenkins - M</i>	<i>Michelle Tinoco - F</i>		
<i>Quincy Brewer - F</i>	<i>Carol Jones - F</i>	<i>Cassandra Thomas – CSEA</i>		
<i>Bryce Cacho - F</i>	<i>Dirkson Lee - F</i>	<i>Deborah Trusheim - F</i>		
<i>Raymond Carlos - M</i>	<i>Sheri Lillard - F</i>	<i>Paul Walker – D-M</i>		
<i>Jeffrey Demsky - F</i>	<i>Leonard Lopez - F</i>	<i>Sarah Yearyea - CS</i>	<i>Karol Pasillas - SS</i>	

- Review Minutes 5-4-2020

- New Urgent Safety Items

- Safety and Risk Management Report

- New Business

- Select Co-Chair
- Discussion/Questions

- Next Meeting: September 14, 2020

## SBVC Facilities and Safety Committee Meeting Minutes – August 24, 2020

### Members:

Scott Stark – Chair	X	Kim Dubois-Eastman - F		Michael Nguyen – D-M	X		
Tatiana Vasquez - F – Co-Chair	X	Kevin Grishow - M	X	Jose Recinos - F	X		
Dawn Adler - F	X	Robert Jenkins - M	X	Michelle Tinoco - F	X		
Quincy Brewer - F	X	Carol Jones - F	X	Cassandra Thomas – CSEA	X		
Bryce Cacho - F	X	Dirkson Lee - F	X	Deborah Trusheim - F	X		
Raymond Carlos - M	X	Sheri Lillard - F	X	Paul Walker – D-M	X		
Jeffrey Demsky - F	X	Leonard Lopez - F	X	Sarah Yearyearn - CS	X	Karol Pasillas - SS	X

### Review Minutes:

- Approved the minutes for 5-4-20 with spelling correction.

### New Urgent Safety Item:

- Safe walkway for students to the Pantry due to Library Roofing. Per Michael they have added tape and signage.
- Construction ladders in the way of employees entering the Library.
- Need to confirm that temperatures are correct for all labs and areas that need to have controlled air. If someone thinks that there is an issue, they are to contact Robert or Kevin.
- Welding labs AC is not working. Robert and Kevin to follow up.
- PS 310 only has nine hoods working out of twelve. The project to replace the three hoods was given to district to do as a Bond Project. Michael will follow up with district.

### Old Business:

- None

### Safety/Risk Management Report:

- Michael will send out the District EH&S report, District First Aid Claims and Worker’s Comp information for August.
- Paul and Michael both have been going to all district sites to monitor Covid-19 safety.
- AB 3505 update was passed in July 2020 board meeting effecting emergency flip charts, plans and other documents.
- Will be establishing standard emergency equipment for building/site captain bags. SBVC already has bags in place that CHC and district can look at. A list of items in SBVC bags was sent to Paul and Michael.

### New Business:

- **Select Co-Chair:** Tatiana Vasquez was selected as Co-Chair.
- **Discussion/Questions:**
  - Need to produce a memo for the campus on who to call for M&O, emergency, Student Services, Instructional, Admin Service items.
  - Resend out email letting employee know that if that already schedule to be on campus to contact their dean for permission and after normal hours district police will also need to be notified by the dean.

- Reporting on how many Covid-19 cases SBCCD knows about. Michael will follow up on this.
  - If a student or staff reports that they have Covid-19, Michael asks questions like when and where did they become infected, who they have had contact with, if they been to the campus, if they stayed 6 feet apart and if they were in one area more than 15 minutes, if they wearing a mask, etc.
- Carol asked if a waiver could be signed by students and staff if they are willing to do in person classes. District is already talking about this.
- SBVC has mask that can be given to labs for students who forget their mask. Instructors have the right to let students know that they cannot be in class if they do not have a mask and that they need to bring their own.

**Adjourned: 4:00 p.m.**

## Facility & Safety Committee

Monday, September 14, 2020 - 3:00 pm

Via Zoom

### AGENDA

#### Members:

<i>Scott Stark – Chair</i>	<i>Raymond Carlos - M</i>	<i>Robert Jenkins - M</i>	<i>Michael Nguyen – D-M</i>
<i>Tatiana Vasquez - F – Co-Chair</i>	<i>Jeffrey Demsky - F</i>	<i>Carol Jones - F</i>	<i>Jose Recinos - F</i>
<i>Dawn Adler - F</i>	<i>Kim Dubois-Eastman - F</i>	<i>Dmitriy Kalantarov - M</i>	<i>Michelle Tinoco - F</i>
<i>Blake Bonnet – D-M</i>	<i>Kevin Grishow - M</i>	<i>Dirkson Lee - F</i>	<i>Cassandra Thomas - C</i>
<i>Quincy Brewer - F</i>	<i>Amelia Gonzales - CSEA</i>	<i>Sheri Lillard - F</i>	<i>Deborah Trusheim - F</i>
<i>Larry Brunson - M</i>	<i>Deja Holland - ASG</i>	<i>Leonard Lopez - F</i>	<i>Paul Walker – D-M</i>
<i>Bryce Cacho - F</i>	<i>Alvin Jackson – D-M</i>	<i>Kenneth Owens – D-M</i>	<i>Sarah Yearyearn - CS</i>

- Review Minutes 8-24-2020

- New Urgent Safety Items

- Safety and Risk Management Report

- Old Business

- Covid19 – Related Updates and Information
- Campus Power Outages Practices

- New Business

- Anti-Racism Pledge and the Role of our Committee
- Illness and Injury Prevention Program
- Discussion/Questions

- Next Meeting: October 5, 2020

## SBVC Facilities and Safety Committee Meeting Minutes – September 14, 2020

### Members:

<i>Scott Stark – Chair</i>		<i>Raymond Carlos - M</i>	X	<i>Robert Jenkins - M</i>	X	<i>Michael Nguyen – D-M</i>	X
<i>Tatiana Vasquez - F – Co-Chair</i>	X	<i>Jeffrey Demsky - F</i>	X	<i>Carol Jones - F</i>	X	<i>Jose Recinos - F</i>	X
<i>Dawn Adler - F</i>	X	<i>Kim Dubois-Eastman - F</i>	X	<i>Dmitriy Kalantarov - M</i>	X	<i>Michelle Tinoco - F</i>	X
<i>Blake Bonnet – D-M</i>	X	<i>Kevin Grishow - M</i>	X	<i>Dirkson Lee - F</i>	X	<i>Cassandra Thomas - C</i>	X
<i>Quincy Brewer - F</i>	X	<i>Amelia Gonzales - CSEA</i>	X	<i>Sheri Lillard - F</i>	X	<i>Deborah Trusheim - F</i>	
<i>Larry Brunson - M</i>	X	<i>Deja Holland - ASG</i>	X	<i>Leonard Lopez - F</i>		<i>Paul Walker – D-M</i>	X
<i>Bryce Cacho - F</i>	X	<i>Alvin Jackson – D-M</i>		<i>Kenneth Owens – D-M</i>	X	<i>Sarah Yearyeen - CS</i>	X

### Review Minutes:

- Approved the minutes for 8-24-20

### New Urgent Safety Item:

- People walking on campus without masks. Per Blake they are not monitoring people without masks outside.
- Using hand dryers during Covid-19. Lillard motioned, Owens second and the committee voted unanimous to recommend that the hand dryers be turned off, provide paper towels for heavy used restrooms, and post signage about using something to open the restroom door handle when exiting the restroom.

### Old Business:

- **Urgent Safety Items:**
  - Welding Labs AC not working – Only 118 is down due to motor. M&O working on getting the motor.
  - PS 310 Hoods - Still waiting for project to go through for bond funding.
  - Restrooms for students – Employees need to let Robert know what restrooms need to open. PS Annex single restrooms are some of them.
- **Covid19 – Related Updated and Information**
  - The committee were to review the four handouts.
  - Tatiana shared with the committee the items she thought were important about the handouts.
  - Antelope Valley College, El Camino College and Mira Costa College all have a Covid-19 page and on the page, they have bars for employees and students to click on to take them to guidelines about Covid-19 for each group.
  - El Camino College reports about on the number of confirmed cases and if they were on campus. This is what the committee would like SBVC to do.
  - The committee thinks that SBVC should also have a Covid-19 web page besides District and more information about a return to work plan.
  - The committee would like to know what their role is in Covid-19 items. This question is being asked by all District Safety committees. Should a Sub-Committee for Covid-19 be formed? This question to be brought up at the next meeting once Michael decides if he can handle another meeting.

- Bryce brought to the attention of the committee that they were given sanitizing wipes but no instructions on how to use them or SDS sheets. Per Sheri it is not faculties responsibility to clean. It should be custodian doing the cleaning.
- SBVC is following the local government Covid-19 guidelines.
- **Campus Power Outages Practices** – Tabled for next meeting.

**Safety/Risk Management Report:**

- Michael share with the committee SBVC injuring report for the summer.
- Working on getting additional PPE items from the state.
- Should reserve N95 masks for first responders.
- Paul working on finalizing what application to get for the emergency safety system.
- District Police have a link on their web page to report safety issues.
- What type of mask should the students use when welding?

**New Business:**

- **Anti-Racism Pledge and the Role of our Committee**
  - The Academic Senate Anti-Racism Resolution was sent out to the committee to review.
  - Tatiana sent out a link for a shared google doc for the committee to fill in about how the Facilities and Safety Committee can support Anti-Racism. To be completed by Friday of this week.
  - Should the committee charge be changed to include Anti-Racism verbiage?
- **Illness and Injury Prevention Program**
  - Program needs to be updated frequently to include current practices.
  - Bryce recommended that everybody needs to review & read the program.
  - To bring this item back up in next meeting.
- **Discussion/Questions:**

**Adjourned: 4:36 p.m.**

## Facility & Safety Committee

Monday, October 5, 2020 - 3:00 pm

Via Zoom

### AGENDA

#### Members:

<i>Scott Stark – Chair</i>	<i>Jeffrey Demsky - F</i>	<i>Carol Jones - F</i>	<i>Michelle Tinoco - F</i>
<i>Tatiana Vasquez - F – Co-Chair</i>	<i>Kim Dubois-Eastman - F</i>	<i>Dmitriy Kalantarov - M</i>	<i>Cassandra Thomas - CS</i>
<i>Dawn Adler - F</i>	<i>Kevin Grishow - M</i>	<i>Dirkson Lee - F</i>	<i>Deborah Trusheim - F</i>
<i>Blake Bonnet – D-M</i>	<i>Amelia Gonzales - CSEA</i>	<i>Sheri Lillard - F</i>	<i>Paul Walker – D-M</i>
<i>Quincy Brewer - F</i>	<i>Jamie Herrera - F</i>	<i>Leonard Lopez - F</i>	<i>Sarah Yearyearn - CS</i>
<i>Larry Brunson - M</i>	<i>Deja Holland - ASG</i>	<i>Kenneth Owens – D-M</i>	
<i>Bryce Cacho - F</i>	<i>Alvin Jackson – D-M</i>	<i>Michael Nguyen – D-M</i>	
<i>Raymond Carlos - M</i>	<i>Robert Jenkins - M</i>	<i>Jose Recinos - F</i>	<i>Karol Pasillas - SS</i>

- Review Minutes 9-14-2020

- New Urgent Safety Items

- Old Business

- Welding Lab AC not Working – M&O waiting on motor
- Use of Hand Dryers – Motion taken – Update
- Covid19 – Related Updates and Information
  - Committee role Covid-19 – Sub Committee?
- Anti-Racism Pledge and the Role of our Committee
- Campus Power Outages Practices
- Illness and Injury Prevention Program

- Safety and Risk Management Report

- New Business

- Discussion/Questions

- Next Meeting: November 2, 2020

## SBVC Facilities and Safety Committee Meeting Minutes – October 5, 2020

### Members:

<i>Scott Stark – Chair</i>	X	<i>Jeffrey Demsky - F</i>		<i>Carol Jones - F</i>	X	<i>Michelle Tinoco - F</i>	X
<i>Tatiana Vasquez - F – Co-Chair</i>	X	<i>Kim Dubois-Eastman - F</i>	X	<i>Dmitriy Kalantarov - M</i>	X	<i>Cassandra Thomas - C</i>	
<i>Dawn Adler - F</i>	X	<i>Kevin Grishow - M</i>	X	<i>Dirkson Lee - F</i>	X	<i>Deborah Trusheim - F</i>	X
<i>Blake Bonnet – D-M</i>	X	<i>Amelia Gonzales - CSEA</i>		<i>Sheri Lillard - F</i>		<i>Paul Walker – D-M</i>	X
<i>Quincy Brewer - F</i>		<i>Jamie Herrera - F</i>	X	<i>Leonard Lopez - F</i>		<i>Sarah Yearyeon - CS</i>	X
<i>Larry Brunson - M</i>		<i>Deja Holland - ASG</i>	X	<i>Kenneth Owens – D-M</i>			
<i>Bryce Cacho - F</i>	X	<i>Alvin Jackson – D-M</i>	X	<i>Michael Nguyen – D-M</i>	X		
<i>Raymond Carlos - M</i>	X	<i>Robert Jenkins - M</i>		<i>Jose Recinos - F</i>	X	<i>Karol Pasillas - SS</i>	X

### Review Minutes:

- Approved the minutes for 9-14-20. Jamie abstained.

### New Urgent Safety Item:

- HLS 1<sup>ST</sup> Floor missing a fire extinguisher. Custodial is in the process of replacing outdated ones. Kevin to follow up.
- Steel plated being held down by rocks in a staff parking lot. Kevin to follow up.

### Old Business:

- **Urgent Safety Items:**
  - Welding Labs AC not working – M&O has replaced the motor for 118 and all AC's should be working now.
- **Use of Hand Dryer Motion** – Scott to take the motion to College Council.
- **Covid-19 – Committee Role** – Michael to have more information at next meeting.
- **Anti-Racism Pledge and the Role of our Committee:**
  - Tatiana presented a slide presentation with the feedback she received from the committee. Scott to share the slide presentation with President's Cabinet.
  - Scott motioned, Deborah 2<sup>nd</sup> and the committee voted unanimous to support anti-racism within the committee's work efforts and commitment to self-evaluation as those efforts are implemented.
  - To bring this topic up again at the next meeting.
- **Campus Power Outages Practices:**
  - Need protocols/plan for power outages when the campus is doing remote schooling and work.
  - Include items such as what rooms/areas need to be keep at a certain temporary, what areas have a generator, what areas or items can remain operating, etc. Scott to take this to the next President's Cabinet and then work with the president, vice presidents and Deans on getting the information. Information can come from faculty and staff.
  - To bring this topic up again at the next meeting.
- **Illness and Injury Prevention Program:**
  - Program has been updated and per Michael should sent out to the colleges by the end of the year.
  - Tatiana asked if there was a way for faculty, staff, and students to give feed back on the plans.
    - Michael stated that he could bring the plans to these meetings for the committee to review.



### **Safety/Risk Management Report:**

- Michael informed the committee that the COVID-19 Campus Safety Plan is going to the next District Assembly Meeting.
- Paul let the committee know that the Great Shake Out is scheduled for October. District to focus on home earthquake preparedness.
- Michael presented slides on information for First Aid/ Injury Claims.
  - Dollar amounts for fiscal years could include injuries from the past fiscal years.
  - Raymond asked what the employee classification means. Michael to get clarification and to let the committee know at the next meeting.
  - No COVID-19 cases from the campus.

### **New Business:**

- **Discussion/Questions:**
  - Kim let the committee know that Michael and Paul helped her complete 20 student N95 fit test so the nursing students could do their clinical work.
  - Ray asked if the Library roofing project was still proceeding. The contractor is done with the south side and is now working on the north side.
  - Alvin informed the committee that the Jim Cleary Act requires them to post their annual security report by Oct 1st and that it is posted on the District Police web site and that hard copies will be available. They are additionally still working on setting up the safety application. If a committee member would like to have access to the demo safety application to email Paul.

**Adjourned: 4:21 p.m.**

## Facility & Safety Committee

Monday, November 2, 2020 - 3:00 pm

Via Zoom

### AGENDA

#### Members:

<i>Scott Stark – Chair</i>	<i>Jeffrey Demsky - F</i>	<i>Carol Jones - F</i>	<i>Michelle Tinoco - F</i>
<i>Tatiana Vasquez - F – Co-Chair</i>	<i>Kim Dubois-Eastman - F</i>	<i>Dmitriy Kalantarov - M</i>	<i>Cassandra Thomas - CS</i>
<i>Dawn Adler - F</i>	<i>Kevin Grishow - M</i>	<i>Dirkson Lee - F</i>	<i>Deborah Trusheim - F</i>
<i>Blake Bonnet – D-M</i>	<i>Amelia Gonzales - CSEA</i>	<i>Sheri Lillard - F</i>	<i>Paul Walker – D-M</i>
<i>Quincy Brewer - F</i>	<i>Jamie Herrera - F</i>	<i>Leonard Lopez - F</i>	<i>Sarah Yearyearn - CS</i>
<i>Larry Brunson - M</i>	<i>Deja Holland - ASG</i>	<i>Kenneth Owens – D-M</i>	
<i>Bryce Cacho - F</i>	<i>Alvin Jackson – D-M</i>	<i>Michael Nguyen – D-M</i>	
<i>Raymond Carlos - M</i>	<i>Robert Jenkins - M</i>	<i>Jose Recinos - F</i>	<i>Karol Pasillas - SS</i>

- Review Minutes - October 5, 2020

- New Urgent Safety Items

- Old Business

- HLS 1<sup>st</sup> floor missing fire extinguisher
- Steel Plate being held down by rocks
- Use of Hand Dryers – Update
- Covid19 – Related Updates and Information
  - Committee role Covid-19
- Campus Power Outages Practices
- Antiracism Efforts

- Safety and Risk Management Report

- New Business

- Discussion/Questions

- Next Meeting: December 7, 2020

## SBVC Facilities and Safety Committee Meeting Minutes – November 2, 2020

### Members:

<i>Scott Stark – Chair</i>		<i>Jeffrey Demsky - F</i>	X	<i>Carol Jones - F</i>	X	<i>Michelle Tinoco - F</i>	
<i>Tatiana Vasquez - F – Co-Chair</i>	X	<i>Kim Dubois-Eastman - F</i>	X	<i>Dmitriy Kalantarov - M</i>	X	<i>Cassandra Thomas - C</i>	X
<i>Dawn Adler - F</i>	X	<i>Kevin Grishow - M</i>	X	<i>Dirkson Lee - F</i>	X	<i>Deborah Trusheim - F</i>	X
<i>Blake Bonnet – D-M</i>	X	<i>Amelia Gonzales - CSEA</i>		<i>Sheri Lillard - F</i>	X	<i>Paul Walker – D-M</i>	X
<i>Quincy Brewer - F</i>	X	<i>Jamie Herrera - F</i>	X	<i>Leonard Lopez - F</i>		<i>Sarah Yearyeen - CS</i>	X
<i>Larry Brunson - M</i>		<i>Deja Holland - ASG</i>	X	<i>Kenneth Owens – D-M</i>	X		
<i>Bryce Cacho - F</i>	X	<i>Alvin Jackson – D-M</i>	X	<i>Michael Nguyen – D-M</i>	X		
<i>Raymond Carlos - M</i>	X	<i>Robert Jenkins - M</i>	XX	<i>Jose Recinos - F</i>	X	<i>Karol Pasillas - SS</i>	X

### Review Minutes:

- Approved the minutes for 10-5-20 with corrections.

### New Urgent Safety Item:

- Casey brought up that a female custodian asked her if she would be able to defend herself due to additional transit activity.
  - Chief Jackson said the issue that was brought up has been resolved and the person arrested. Transient individuals are seeking shelter in specific areas of our campus. They are provided a pamphlet by the police with different community resources that they can access. M&O and Police are always working together to maintain a safe campus.
  - Chief Jackson requests that faculty and staff inform district police if they plan on coming to the campus during the weekend outside of classes or events that have been already scheduled and to keep doors locked at all times, especially restrooms.
  - Maintenance is looking to see how they can prevent them from getting into the PS Annex area and are in the process of making sure all roof hatches are locked.
  - The Chief encourages staff to report any suspicious activity and if any staff feels threatened to call 911. District Police is available to escort anybody to their cars at night.
  - Michael brought up that he is hoping to offer a hands-on training class on self defense once staff is back on campus.
- The campus outside lights should not be turning off at night. If any staff sees an area without lights to please let Kevin and Robert know.

### Old Business:

- **Urgent Safety Items:**
  - HLS 1<sup>st</sup> floor missing fire extinguisher – Resolved.
  - Steel plated being held down by rocks in a staff parking lot – Resolved.
- **Use of Hand Dryer Motion** – Paper towel dispensers have been installed in high used restrooms.
- **Covid-19** – The committee was sent the Covid19 Safety Plan to review and send any comments or suggestions to Tatiana before November 18<sup>th</sup>.
  - Suggestions were made to include something for nursing students.
  - Dirkson recommended adding content for tutoring and similar academic services who usually work in close proximity with students to endorse remote/online services during Covid19 times.

- Dirkson also recommended having universal signage across the campus buildings and areas of congregation to minimize confusion.
- Robert stated that some of the Covid19 signage/posters has been completed by the SBCCD Print Shop and has been sent to SBVC Warehouse and should be installed soon. He will send Tatiana the files.
- Bryce brought up again about the students in welding not being able to wear the regular masks. Michael stated that he is in the process of ordering flame resisted masks and will send the information to Bryce.
- Ray brought up some concerns:
  - DSPS has many students that want to come to campus due to their disabilities and the department does not think they can handle it.
  - How to handle when a student cannot wear a mask and other students see and think they do not have to wear one.
  - There is also a concern on Student Conduct statement on response plan.
- **Campus Power Outages Practices:** Tabled for next meeting.
- **Antiracism Efforts:**
  - Tatiana asked for a motion to form a subcommittee, which she will lead.
  - Ray motioned, Jamie 2<sup>nd</sup> and the committee voted unanimous to form an Antiracism subcommittee.
    - Ray, Deja and Dmitriy volunteered in the chat to join.
    - If any other member is interested in joining, they can contact Tatiana.
  - To bring this topic up again at the next meeting.

#### **Safety/Risk Management Report:**

- Paul updated the committee about what SBCCD did for the Great Shake Out is scheduled in October. District focused on home earthquake preparedness.
- Michael informed that committee the San Bernardino County is still in purple and that Riverside County fall back from red to purple as per the state color codes.
- Michael presented slides on information for First Aid/ Injury Claims.
  - SBVC has had two injuries since July 2020.
  - No injury claims in September for SBVC.

#### **New Business:**

- **Discussion/Questions:**
  - Ray asked if the college/district could start working on a plan to help students when they are back on campus.

**Adjourned: 4:20 p.m.**

## Facility & Safety Committee

Monday, February 1, 2021 - 3:00 pm

Via Zoom

### AGENDA

#### Members:

<i>Scott Stark – Chair</i>	<i>Jeffrey Demsky - F</i>	<i>Carol Jones - F</i>	<i>Michelle Tinoco - F</i>
<i>Tatiana Vasquez - F – Co-Chair</i>	<i>Kim Dubois-Eastman - F</i>	<i>Dmitriy Kalantarov - M</i>	<i>Cassandra Thomas - CS</i>
<i>Dawn Adler - F</i>	<i>Kevin Grishow - M</i>	<i>Dirkson Lee - F</i>	<i>Deborah Trusheim - F</i>
<i>Blake Bonnet – D-M</i>	<i>Amelia Gonzales - CSEA</i>	<i>Sheri Lillard - F</i>	<i>Paul Walker – D-M</i>
<i>Quincy Brewer - F</i>	<i>Jamie Herrera - F</i>	<i>Leonard Lopez - F</i>	<i>Sarah Yearyearn - CS</i>
<i>Larry Brunson - M</i>	<i>Deja Holland - ASG</i>	<i>Kenneth Owens – D-M</i>	
<i>Bryce Cacho - F</i>	<i>Alvin Jackson – D-M</i>	<i>Michael Nguyen – D-M</i>	
<i>Raymond Carlos - M</i>	<i>Robert Jenkins - M</i>	<i>Jose Recinos - F</i>	<i>Karol Pasillas - SS</i>

- Review Minutes – November 2, 2020
- New Urgent Safety Items
- Old Business
  - Covid19 – Related Updates and Information
  - Campus Power Outages Practices
- Safety and Risk Management Report
- New Business
  - Antiracism Subcommittee – Update
  - Agenda Template Modification (Tatiana)
    - Urgent Items of Safety - ought to be reported to M&O when they show up – we already have a process with OPRA Work request system.
    - Receive the Safety and Risk Management Report Quarterly instead of monthly.
    - General Format
  - Revisiting meeting time to improve attendance by members OR promote attendance and participation by members with advance planned topics for future meetings.
  - Discussion/Questions
- Next Meeting: March 1, 2021

## SBVC Facilities and Safety Committee Meeting Minutes – February 1, 2020

### Members:

<i>Scott Stark – Chair</i>	X	<i>Jeffrey Demsky - F</i>	X	<i>Carol Jones - F</i>	X	<i>Cassandra Thomas - C</i>	
<i>Tatiana Vasquez - F – Co-Chair</i>	X	<i>Kim Dubois-Eastman - F</i>	X	<i>Dirkson Lee - F</i>	X	<i>Deborah Trusheim - F</i>	X
<i>Dawn Adler - F</i>	X	<i>Kevin Grishow - M</i>	X	<i>Sheri Lillard - F</i>	X	<i>Paul Walker – D-M</i>	X
<i>Blake Bonnet – D-M</i>	X	<i>Amelia Gonzales - CSEA</i>	X	<i>Leonard Lopez - F</i>		<i>Sarah Yearyeen - CS</i>	X
<i>Quincy Brewer - F</i>		<i>Jamie Herrera - F</i>	X	<i>Kenneth Owens – D-M</i>			
<i>Larry Brunson - M</i>	X	<i>Deja Holland - ASG</i>	X	<i>Michael Nguyen – D-M</i>			
<i>Bryce Cacho - F</i>	X	<i>Alvin Jackson – D-M</i>		<i>Jose Recinos - F</i>	X		
<i>Raymond Carlos - M</i>	X	<i>Robert Jenkins - M</i>	XX	<i>Michelle Tinoco - F</i>	X	<i>Karol Pasillas - SS</i>	X

### Review Minutes:

- Approved the minutes for 11-2-20.

### New Urgent Safety Item:

- Bird droppings on stairs in HLS.

### Old Business:

- **Covid-19**
  - Managers has reviewed the current COVID-19 plan in place with all employees who are working on campus.
  - Will not know for 6 to 8 weeks if the campus will be open for fall.
  - Michael is still working on a COVID-19 Campus Safety Plan.
  - Robert stated that Covid19 signage/posters has been completed and put in all restrooms and high traffic areas. If you need signage to email him.
  - Mask will only be provided as exceptions. All students should be bringing their own and wear them correctly.
  - Tatiana stated that more information is better, and we must be careful on what information is being transmitted.
  - District sent out a survey on who would like to get the vaccination when it is available.
- **Campus Power Outages Practices:**
  - Robert and Kevin to complete the list of what areas/items need power during an outage. Once completed, it will be sent out to the committee to review.
  - Does current faculty on campus now what to do?
  - Scott to send out information about campus power outages to the campus.
  - Paul to send Scott the links to the new Emergency Flip Chart and other plans.

### Safety/Risk Management Report:

- No new injuries on SBVC Campus.
- Reports were email to the committee.

## **New Business:**

- **Antiracism Efforts:**

- Tatiana updated the committee on what the subcommittee has come up with so far and asked for additional committee members to join.
- Reviewed some of the Campus Survey Climate student comments from 2017-2018 and numerical from student answers on the 2019-2020 survey.
  - Should the committee have input on the questions asked for the Safety and Facility part of the survey?
  - Need the survey to show race to better understand answers.
- The campus needs better communication on when to call police.
- Scott to find out when next survey is to be sent out.

- **Agenda Template Modification: All Items to be brought up next meeting.**

- To remove New Urgent Safety items from agenda due to there being a process to report all items already.
- Receive the Safety and Risk Management Reports quarterly instead of monthly.
- To change the format of the agenda to be more like the Academic Senate agenda. Karol to send out the sample of the Academic Senate agenda to the committee to review for next committee.
- Poll the committee on what dates and times may be best for them. Per Sheri, meeting changes should be made at the next two-year cycle for faculty. Right now, in the first year of a two-year cycle.
- Ray suggested to have the meetings to include a Zoom link even when the campus reopens.

- **Discussion/Questions:**

- Ray thanked M&O for all their help with the Resource 360 center.
- Scott thanked Tatiana for her time, input and help with committee.

**Adjourned: 4:13 p.m.**

## Facility & Safety Committee

Monday, April 5, 2021 - 3:00 pm

Via Zoom

### AGENDA

#### Members:

<i>Scott Stark – Chair</i>	<i>Jeffrey Demsky - F</i>	<i>Carol Jones - F</i>	<i>Cassandra Thomas - CS</i>
<i>Tatiana Vasquez - F – Co-Chair</i>	<i>Kim Dubois-Eastman - F</i>	<i>Dirkson Lee - F</i>	<i>Deborah Trusheim - F</i>
<i>Dawn Adler - F</i>	<i>Kevin Grishow - M</i>	<i>Sheri Lillard - F</i>	<i>Paul Walker – D-M</i>
<i>Blake Bonnet – D-M</i>	<i>Amelia Gonzales - CSEA</i>	<i>Leonard Lopez - F</i>	<i>Sarah Yearyean - CS</i>
<i>Quincy Brewer - F</i>	<i>Jamie Herrera - F</i>	<i>Kenneth Owens – D-M</i>	
<i>Larry Brunson - M</i>	<i>Deja Holland - ASG</i>	<i>Michael Nguyen – D-M</i>	
<i>Bryce Cacho - F</i>	<i>Alvin Jackson – D-M</i>	<i>Jose Recinos - F</i>	
<i>Raymond Carlos - M</i>	<i>Robert Jenkins - M</i>	<i>Michelle Tinoco - F</i>	<i>Karol Pasillas - SS</i>

- Review Minutes – February 1, 2021
- New Urgent Safety Items
- Old Business
  - Covid19 – Related Updates and Information
  - Agenda Template Modification Review
    - Urgent Items of Safety – Remove – Already has a process for reporting them.
    - Receive the Safety and Risk Management Report Quarterly instead of monthly.
    - General Format for Agenda/Minutes – Have the format more like Academic Senate Agenda/Minutes
    - Revisiting meeting time – Will need to wait, 1<sup>st</sup> year of two years for faculty.
  - Antiracism Subcommittee – Update (Tatiana)
- Safety and Risk Management Report
- New Business
  - Discussion on the Climate Survey Questions
  - Discussion/Questions
- Next Meeting: May 3, 2021



## SBVC Facilities and Safety Committee Meeting Minutes – April 1, 2020

### Members:

<i>Scott Stark – Chair</i>	X	<i>Jeffrey Demsky - F</i>	X	<i>Carol Jones - F</i>	X	<i>Cassandra Thomas - C</i>	X
<i>Tatiana Vasquez - F – Co-Chair</i>	X	<i>Kim Dubois-Eastman - F</i>	X	<i>Dirkson Lee - F</i>	X	<i>Deborah Trusheim - F</i>	X
<i>Dawn Adler - F</i>		<i>Kevin Grishow - M</i>		<i>Sheri Lillard - F</i>	X	<i>Paul Walker – D-M</i>	X
<i>Blake Bonnet – D-M</i>	X	<i>Amelia Gonzales - CSEA</i>	X	<i>Leonard Lopez - F</i>		<i>Sarah Yearyeen - CS</i>	X
<i>Quincy Brewer - F</i>		<i>Jamie Herrera - F</i>	X	<i>Kenneth Owens – D-M</i>			
<i>Larry Brunson - M</i>	X	<i>Deja Holland - ASG</i>		<i>Michael Nguyen – D-M</i>	x		
<i>Bryce Cacho - F</i>	X	<i>Alvin Jackson – D-M</i>		<i>Jose Recinos - F</i>	X		
<i>Raymond Carlos - M</i>	X	<i>Robert Jenkins - M</i>	X	<i>Michelle Tinoco - F</i>		<i>Karol Pasillas - SS</i>	X

### Review Minutes:

- Approved the minutes for 2-1-21.

### New Urgent Safety Item:

- Biology and Chemistry departments are having ongoing issues with the hoods. Per Scott there is a project in process to replace all science hoods.
  - Will need to work closely with the science personal.
  - Casey brought up the issue that the entire hood system is linked and when one goes down, all go down in PS.
  - Sheri asked if the ventilation issue in PS was due to this. Per Robert it was a different issue, and it was fixed last week.
  - Fall 2021 projected for fume hood repairs with Measure CC

### Old Business:

- **Covid-19**
  - SBVC will be online for Summer and Fall 21 and looking closely at if we do come back in Spring what will need to be done and if it will at 50%, 100% or a hybrid.
  - Keeping a close eye on what K-12 and other Higher Education Schools are doing.
  - Working on revising the return-to-work plan.
  - Ray stated that we need to not change how a class is instructed, Zoom or in person, once students signed up for. An example is a class was listed as asynchronous but after students signed up it was changed.
  - Sheri asked if OSHA’s return to work plan had changed and if it the same for K-12 and Higher Education.
    - Scott said that he did not know of any changes yet.
    - Michael stated that as for OSHA requirements it is across the board, but implementation could be different.
      - Guidance from the state for K-12 and Higher Education is different and the district is working on a plan to combine these guidelines and OSHA guidelines.
      - District’s current plan can be found on the district web page.
  - Tatiana wondered if it would be a good strategy to have a gradual incoming instead of very abrupt incoming. She also stated that we need to be flexible for failure/mistakes, asked if having

a SBVC task force for coming back would be a good idea and that there needs to be a lot of conversations with all the departments.

- Carol asked if making a video with the key points would be a good idea.

- **Agenda Template Modification:**

- A discussion was held on the following items:
  - To remove New Urgent Safety items from agenda due to there being a process to report all items already.
    - Jeff suggested chairs apply suitable discussion on the Urgent Safety Items.
    - Dubois-Eastman moved to keep New Urgent Safety Items on the agenda. Cacho second. Carlos, Herrera, and Vasquez voted no, there were no extension and the rest of the committee voted yes.
  - Receive the Safety and Risk Management Reports quarterly instead of monthly – To be brought back up in the next meeting.
  - To change the format of the agenda to be more like the Academic Senate agenda - To be brought back up in the next meeting.

- **Antiracism Efforts:** Held for next meeting.

#### **Safety/Risk Management Report:**

- Will be sent out to the committee on a later date.

#### **New Business:**

- **Discussion on the Climate Survey Questions**

- A new survey will be going out the campus around mid to late April.
- An email was sent to the committee with a link for the committee to review the 2019-20 Facility and Safety questions.
  - Any suggestions, new sample questions or samples to make old questions better are to be emailed to Scott and Tatiana within the next two weeks. The questions will be combined into one list and sent out to the committee.

- **Discussion/Questions:**

- Deborah asked who to contact for information on what parking lot and time would be best to hold a drive through for Nursing Pinning. Scott referred her to Blake, Robert, and Karol.
- Carol shared with the committee the San Bernardino County Covid page.

**Adjourned: 4:33 p.m.**

## Facility & Safety Committee

Monday, May 3, 2021 - 3:00 pm

Via Zoom

### AGENDA

#### Members:

<i>Scott Stark – Chair</i>	<i>Jeffrey Demsky - F</i>	<i>Carol Jones - F</i>	<i>Cassandra Thomas - CS</i>
<i>Tatiana Vasquez - F – Co-Chair</i>	<i>Kim Dubois-Eastman - F</i>	<i>Dirkson Lee - F</i>	<i>Deborah Trusheim - F</i>
<i>Dawn Adler - F</i>	<i>Kevin Grishow - M</i>	<i>Sheri Lillard - F</i>	<i>Paul Walker – D-M</i>
<i>Blake Bonnet – D-M</i>	<i>Amelia Gonzales - CSEA</i>	<i>Leonard Lopez - F</i>	<i>Sarah Yearyean - CS</i>
<i>Quincy Brewer - F</i>	<i>Jamie Herrera - F</i>	<i>Kenneth Owens – D-M</i>	
<i>Larry Brunson - M</i>	<i>Deja Holland - ASG</i>	<i>Michael Nguyen – D-M</i>	
<i>Bryce Cacho - F</i>	<i>Alvin Jackson – D-M</i>	<i>Jose Recinos - F</i>	
<i>Raymond Carlos - M</i>	<i>Robert Jenkins - M</i>	<i>Michelle Tinoco - F</i>	<i>Karol Pasillas - SS</i>

- Review Minutes – April 4, 2021
- New Urgent Safety Items
- Old Business
  - Update on the Fault Interpretive Walk – Matt Robles
  - Covid19 – Related Updates and Information
  - Agenda Template Modification Review
    - Receive the Safety and Risk Management Report Quarterly instead of monthly.
    - General Format for Agenda/Minutes – Have the format more like Academic Senate Agenda/Minutes
  - Antiracism Subcommittee – Update (Tatiana)
- Safety and Risk Management Report
- New Business
  - Meeting in September 2021- Move from September 6 to September 13 due to the 6<sup>th</sup> being a holiday.
  - Discussion/Questions
- Next Meeting: September ?

## Facility & Safety Committee

Monday, May 3, 2021 - 3:00 pm  
Via Zoom  
**AGENDA**

### Members:

<b>Scott Stark – Chair</b>		Jeffrey Demsky - F	X	Carol Jones - F	X	Cassandra Thomas - CS	X
<b>Tatiana Vasquez - F – Co-Chair</b>	X	Kim Dubois-Eastman - F		Dirkson Lee - F	X	Deborah Trusheim - F	X
Dawn Adler - F	X	Kevin Grishow - M	X	Sheri Lillard - F	X	Paul Walker – D-M	X
Blake Bonnet – D-M	X	Amelia Gonzales - CSEA		Leonard Lopez - F		Sarah Yearyeon - CS	X
Quincy Brewer - F		Jamie Herrera - F		Kenneth Owens – D-M	X		
Larry Brunson - M		Deja Holland - ASG		Michael Nguyen – D-M			
Bryce Cacho - F	X	Alvin Jackson – D-M	X	Jose Recinos - F		Matt Robles – G	X
Raymond Carlos - M	X	Robert Jenkins - M	X	Michelle Tinoco - F		Karol Pasillas - SS	X

	Agenda Item	Discussion	Action
1.	<b>Approval of Minutes: April 4, 2021</b>	None	Motion: Move to approve 4-21-21 minutes. 1st: R. Carlos 17 responses Aye: 16 votes Nay: 0 Votes Abstain: 1 vote Motion passes
2.	<b>Urgent Safety Items</b>	None	
3.	<b>Covid19, Updates &amp; Information</b>	<p>Tatiana shared and emailed a link to the committee on a spread sheet she created for Feedback on SBCCD Safe Reopening Plan. She asked for the committee to send to her and Scott any updates not discussed in the meeting by Friday, May 7, 2021, noon.</p> <p>Carol asked for clarification on section 3.4 – Work Schedule. Sheri thought that this section really did not apply to faculty and Cassy state that it did apply to classified, but they are still in negotiations and a MOU would be send out once all items have been approved.</p> <p>Carol stated that having every other sink be closed off would not be a good idea and Casey said at for now that is not going to happen.</p>	

## Facility & Safety Committee

		<p>Carol asked that if students will be required to clean equipment, that a video be made with instructions.</p> <p>Dirkson asked about section 4, stating that it really did not apply to the Writing and Tutoring Centers and the Star Center and how these areas and other programs like them. All concerns need to be brought up to the department's VPs.</p> <p>The district reopening plan is for district wide and does not cover all needs for each campus and that those needs will need to be handled one by one.</p> <p>Tatiana said that communication needs to be worked on for our SBVC and Bryce back her up stating that they are having classes and a student got hurt, but they did not know that SHS was closed.</p> <p>Paul brought up that SBCCD is going to be offering a student only vaccination clinic at SBVC on May 12 &amp; 13, 2021 in the Campus Center with Redlands Community Hospital. Once he has all the information SBCCD promotional teams will be sending out the information to students. The goal is for 250 each day, but they can go up to around 400 a day. They will need 10-15 volunteers to help on these days. Students will need a special code to register. Paul to follow up with Stacy Meyers about the using the Sunroom dining area.</p> <p>Robert is in the processes of ordering signage, guards for high traffic areas, face shields, disinfect wipes, etc. Paper towels have been installed in all restrooms and the hand dryers have been shut done for now. Classrooms, restrooms, and high traffic areas will be disinfected each evening only.</p>	
4.	<p><b>Old Business:</b> Agenda Template, Modification review &gt;Safety &amp; Risk Management Reports, Timing</p>	<p>Tatiana brought back up the motion to approve getting the Safety and Risk Management report quarterly instead of monthly and the new format for the agenda/minutes.</p>	<p>Lillard motioned. Thomas 2<sup>nd</sup>. Abstentions &amp; No's -None. The Committee Approved</p>

	>Agenda, Document Rormat		
5.	<b>Antiracism Subcommittee Report</b>	<p>Tatiana stated that items for this committee have been hiatus due to the Covid Forums that were hosted in March and other items.</p> <p>Need to make sure that students feel like their opinion matters to committees. Tatiana gave Deja a shut out for being very helpful and for giving the students a voice.</p> <p>Need to have the students feel save at our campus.</p>	
6.	<b>Safety &amp; Risk Management Report</b>	Will be email to the committee	
7.	<b>New Business:</b>	None	
8.	<p><b>Information Items</b></p> <p>&gt;Q&amp;A</p> <p>&gt;General Updates/Reports</p> <p>&gt;Next Meeting Topics</p> <p>&gt;Next Meeting Date, Reschedule.</p>	<p>Matt Robles came back to the committee asking for permission for a space by the Santa Cinto Fault to do an Earth Science Project about the fault line and to see if there would be any funding for it. Carol asked if giving out information would cause more people to worry or to become panic. Matt stated that was part of the program to make people aware of it and to help them better understand it. Chief Jackson asked if there were any other colleges that have this project and Matt is going to investigate this request. He also told Matt to get a hold of Ryan Smith at District.</p> <p>Sheri stated that it would be a good idea to keep the meeting on Zoom for Fall and the committee agreed. All agreed that it needs to be kept an option for all meetings.</p> <p>The committee discussion when the next meeting would be for fall. Classes begin on August 16, 2021, and the committee thought it would be good to have a meeting on August 23, 2021, and to have the meeting on September 13, 2021, since September 6, 2021, is a holiday.</p>	Lillard Motioned, Cacho 2 <sup>nd</sup> . Abstentions & No's - None. The Committee Approved
9.	<b>Adjournment</b>	4:19pm	

Next Meeting:	August 23, 2021	
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