

Health and Safety Committee

Meeting Notes – 4/17/12

Members present:

Pat Carter, Alice Erskine, Matt Hernandez, Nancy Lam, Joe Morello, John Mosby, Lori Slicton, Golda Margate, Jeff Acidera, Sandra Hatzistratis.

- I. Meeting called to order at 1:05 by John Mosby
- II. Committee introductions
 - a. Welcome John Wells, Chief of Public Safety
 - b. Welcome Dr. Joi Blake, Vice President, Student Services

III. Health Services update

John M. reported the health services fair on 3/29 was well attended. Many students utilized the services of Dr. Nichols, Physician who provided blood pressure and blood sugar testing. Many thanks to Donna Elliott and the nurses in the health center in organizing a successful event.

John M. reported that Psychological Services and his office will be applying for a California Community College Student Mental Health Program Grant in May. The source of funding for the grant is from the California Mental Health Services Authority (CalMHSA), an organization of county governments working to improve mental health outcomes for individuals, families and communities. The grant amount ranges from \$50K to \$250K. The grant will provide professional development activities/programs created for staff and faculty at the college with the hopes the program will become a stand-alone program after the grant has been distributed. Lori Slicton said she can assist with grant preparation.

IV. Facilities update

A facilities representative was not present at the meeting. Lori stated at one of her Monday 10am classes, gas was blowing into the classroom in building 1. She evacuated her students and contacted public safety but remarked there was no communication follow-up on the incident or building safety. Dr. Blake remarked there didn't seem to be any protocols in place.

Action Item: John M. will follow-up with facilities about the incident and inquiring about notification protocols for campus.

V. Public Safety update

Chief Wells informed the group that a search committee is currently reviewing applications two officer openings at the college. Interviews will be conducted in the upcoming weeks and Chief Wells will provide an update at the May meeting.

V. Automated External Defibrillators (AEDs)

Alice stated the defibrillators have not been installed throughout campus and was inquiring about an installation date. She heard that installation would occur only if training is provided to faculty/staff. Joe remarked he thought it was a budgetary issue tied to the failed bond.

Action Item: John M. will contact facilities to obtain an inventory of AEDs locations throughout campus. In addition, John M. will check with health services about delivery status and schedule training, if needed.

VI. Emergency Lockdown Procedures

A coordinator from Cosmetology was inquiring about emergency procedures/protocols at Skyline and asked Nancy to bring the question to the committee. Due to the recent events in Oakland and past events throughout the country in schools, staff believe our procedures should be easily visible and updated. A recommendation was made to look into having panic buttons and/or phones in our classrooms in case of emergency. Another suggestion was to have a flex day specifically for emergency preparedness that would be strongly recommended for staff and faculty to attend.

Action Item: Chief Wells and staff will review and update emergency procedures if needed and work with John M. to communicate procedures to college community. John M. will work with other Instructional and Student Services Deans to put health safety concerns and education on agenda at Dean meetings.

VII. Faculty and Staff ID's

There was discussion about how to identify staff and faculty at the college. It was stated students and visitors often need assistance and don't know who to ask. A recommendation was to have staff/faculty wear some type of identification on campus. Chief Wells and Dr. Blake commented that staff/faculty can't be required to wear identification citing policy and privacy issues.

Action Item: Dr. Blake will bring this issue back to Cabinet for further discussion.

VIII. Questions, Comments, Announcements

Pat Carter reminded members of the Relay for Life on April 28-29 held at Capuchino High School. Skyline has numerous teams participating in the event.

Dr. Blake asked what the committee charge is for the college. Golda was going to send John M. the committee charge and description. It was recommended the committee identify goals for the 2012-2013 year and identify what are the priorities to promote health and safety at the college.

Action Item: Goals and priority discussion will take place at May meeting.

Meeting adjourned at 1:55pm.

4/17/12/JRM