



ENVIRONMENTAL HEALTH & SAFETY COMMITTEE MEETING

Minutes

A meeting of the Imperial Valley College Environmental Health and Safety Committee was held in the Board Conference Room at 11:00 a.m. on Thursday, August 14, 2008.

I. Roll Call

Present:

Rick Webster, Sergio Lopez, Travis Gregory, Miriam Trejo, and Jose Guerrero.

Absent:

Andrew Chien, Hope Davis, Jim Fisher, Lincoln Davis, Richard Fitzsimmons, Daniel Gilson, Russell Lavery, Frank Miranda, Marco Morales, Thomas Morrell, James Patterson, Deidre Pollock, Judy Santistevan, Jean Stroud, Jill Tucker, Jack Williams, Kathy Berry, Gonzalo Huerta, John Abarca, Martha Jacobo, Becky Green, and ASG representative.

II. Call to Order

The Environmental Health and Safety meeting was called to order at 11:00 a.m. by Travis Gregory, Chairperson.

III. Approval of minutes

M/S/C Miriam Trejo/Rick Webster to approve minutes of the July 10, 2008 meeting as presented.

IV. SEMS/NIMS Training Update

Two sessions of SEMS and NIMS training will be offered on October 17, 2008.

Session I 8:00 a.m.-12:00 Noon

Session II 1:00 p.m. – 5:00 p.m.

V. Changes to Evacuation Map

The following changes to the evacuation map were proposed:

- Evacuation areas should be numbered.
- Change the colors in the evacuation map to differentiate evacuation areas from emergency response codes.
- In case of an emergency, buildings 2100, 300, 100, 3200, 3300, 2700, and 2800 should assemble in the grass area between District property and Hwy 111.
- Due to construction, the Human Resources building will be relocated in the near future.
- Buildings 700, 2000, 2500, 600, 800, 900, 1900, 1000, 500, 500 should assemble by the track/soccer field.

- Lighting issues on parking lot E and soccer field

Relocation of students, staff and faculty members to the soccer field during nighttime may be dangerous due to poor/lack of illumination. Temporary alternatives were recommended including installing flood lights to illuminate the track field. The cost-efficiency of those alternatives was considered.

The committee recommends prioritizing the installation of lighting on Lot E. Travis Gregory, Committee Chair will follow-up with College and Administrative Councils.

VI. Other Issues

- Lanyards and emergency cards will be distributed during faculty and staff orientation.
- Ryan Kelly main speaker during staff orientation.
- Sergio Lopez stated that his department will be taking I.D. pictures during staff orientation.
- A discussion was held regarding the Director of Campus Operations and Security. This is a classified manager position.
- Oath of Allegiance form will be included in the orientation packets.
- IP Phone system presentation and training.
- A revised safety meeting schedule was distributed.
- Golden Guardian Drill Training and Exercise Information Memorandum dated July 18, 2008 was distributed.

Adjournment

The meeting was adjourned at 11:50 a.m.

Minutes taken by: Martha Garcia, Administrative Assistant