Date: January 14, 2021

To: CAMPUS HEALTH & SAFETY COMMITTEE

Brian Ceccon, Intercollegiate Athletics
Robert Henry, Teamsters
Holly Hunt, Accessibility Resource Center
Cindy Leonard, Agricultural Teaching & Research Center
Elaina McReynolds, Academic Professionals of California
Marvin Pratt, Director of Environmental Health and Safety
Christopher Nicodemus, University Police
Nereyda Rivera, Union of American Physicians and Dentists
Eri Roman, CSUEU
Curtis Sicheneder, Associated Students
Timothy Sistrunk, California Faculty Association
Randy Southall, Facilities, Management and Services
Jody Strong, Worker’s Compensation
Eddie Vela, Academic Deans

From: Elaina McReynolds, Chair

Subject: Campus Health and Safety Committee Meeting


Absent: Cindy Leonard

II. Approval of Agenda

Elaina McReynolds requested “Election of Vice-Chair” be added to the agenda under New Business.

ON A MOTION by Randy Southall, seconded by Robert Henry, it was the consensus of the Committee to add “Election of Vice-Chair” to the agenda and approve the agenda of January 14, 2021 as amended.
III. Approval of Minutes

ON A MOTION by Robert Henry, seconded by Brian Ceccon, it was the consensus of the Committee to approve the minutes of December 9, 2020, as submitted.

IV. Review of Accidents

Mr. Pratt presented to the Committee members a summary of reported accident/injuries from October - December 2020. The summary represented injuries by department; type of accident; first aid; medical; or informational only. The type of injuries reported: strained wrists, shoulder, and ankles; bruising; cuts and scratches to shin; hyperextended thumb; strained upper body; falling downstairs; needle stick; and repetitive motion injuries to wrists and elbows.

Mr. Pratt advised several virtual ergonomic evaluations were performed.

V. Review of Building Inspections

Mr. Pratt presented to the Committee members a report on building inspections and surveys from October – December 2020. The report covered Ayres, Holt and Kendall Halls, Glenn and Langdon Halls, and the Performing Arts Center.

Findings included missing monthly fire extinguisher inspections, ADA buttons not functioning properly, doors propped open, chairs in hallways, and exit signs not illuminated.

VI. NEW BUSINESS:

a. Election of Vice-Chair

ON A MOTION by Brian Ceccon, seconded by Randy Southall, to re-elect Robert Henry as Vice-Chair of the Campus Health and Safety Committee for a 2-year-term ending January 1, 2023.

b. Return to Campus: What Changes to Expect in Relation to Employee Health and Safety for the Summer and Fall Semester

Mr. Pratt reported there has been no report of COVID-19 cases being spread employee to employee on campus. The University is in a good position with safety-in-place. The WellCat Health Center has a COVID-19 hotline to answer faculty, staff, and student questions regarding a variety of COVID-19 related topics, symptoms, guidance and prevention to assist in the slowing of spreading COVID-19. It is also the COVID-19 positive case reporting site. Positive cases reported to the hotline initiate the campus response efforts.

The EOC continues to work with departments and employees returning to campus; continues to review department Return to Campus Workplace Assessments and prevention protocols before employees are permitted to return for on-campus work. The checklist is reviewed by Environmental Health and Safety, and if needed, Facilities Management and Services.
All employees have been assigned a 20-minute COVID-19 in the Workplace Training.

Mr. Pratt stated an Announcement was sent to the Campus community advising that Butte County Public Health has placed a priority on the vaccination of active Chico State faculty and staff. The vaccination is voluntary, not mandatory and appointments are to be scheduled with Enloe Medical Center. In addition, the Announcement addressed “Safety Precautions” such as wearing a mask, washing hands, social distancing, cleaning shared equipment and/or furniture, and to not meet, work or eat together were social distancing is not possible.

The Wellcat Health Center offers COVID-19 testing for students experiencing symptoms or have confirmed exposure. The Center is working on expanding the testing program to provide on-going testing for students coming to campus for in-person classes or labs and students in University Housing.

Discussion continued regarding face mask policy. Students are assigned training regarding the use, care, and wear of face mask on campus. If students do not wear face masks the issue is addressed with Student Affairs. If faculty and staff do not wear face masks it is addressed as a performance evaluation.

VII. OLD BUSINESS:

a. Update on Heather Long’s Support to EHS
   i. Will Ms. Long provide support to Campus Health and Safety Committee?
   ii. Additional EHS Changes to Department

Mr. Pratt advised Ms. Long is the Manager of Business Services and Bus Reservations and has background knowledge in occupational safety and emergency preparedness. In November 2020 the Division of Business and Finance did a partial reorganization and will remain in effect till July 1, 2021. Ms. Long will be assisting Environmental Health and Safety 75 percent and Bus Reservations 25 percent.

At this time, Ms. Long is in the learning stages and reviewing programs/plans. As Ms. Long becomes more familiar with Environmental Health and Safety, she will be able to take on additional responsibilities.

Holly Swan, Industrial Hygienist and Environmental Program Manager, along with the EHS Student Assistant, have been completing and documenting the monthly and annual AED unit inspections, and maintaining records of pad/battery replacement. There are currently 52 AED units on campus.

Holly Swan and the EHS Student Assistant also perform monthly building inspections of common areas such as fire extinguishers, exit signs, items stored in hallways and stairwells, flickering lights, etc.

Ms. Long is also in attendance on the AED and building inspections.

Brian Ceccon asked if the travel unit located in the Athletics Department is checked monthly as the Unit had a battery issue.
The battery for the travel unit was replaced in December 2020 and all travel units are checked monthly.

b. **Update on AB 685 and Impact to Campus Health and Safety and Compliance**

Mr. Pratt stated that Human Resources provides a written notice, within one-day, to affected employees of COVID-19 cases on campus, the timeframe, and information related to their leave and benefits.

It is the responsibility of Environmental Health and Safety to notify the Union who represents the affected employee. It is not the responsibility of EHS to maintain personal information of the employee. EHS only needs to know the location, date, and time reported to immediately close the work area to prohibit any entry. All personal or medically related information of the affected employee will be held by Human Resources, or the WellCat Health Center as appropriate.

The information cannot be of public record/information as it is the responsibility of the employer to protect the employee.

The WellCat Health Center notifies the Butte County Public Health Department.

c. **Review of Plans/Programs for 2021**

Ms. McReynolds advised it is a new year and asked the Committee members to sign-up for review of the programs/plans. In February the Laser Safety Program and Respirable Crystalline Silica Exposure Control Plan will be reviewed.

d. **Update on Signage of New Physical Science Building**

Mr. Pratt reported COVID-19 markings will be installed before the start of the fall semester. Currently faculty and staff are in the process of moving into the new Physical Science Building.

Signage required by the State Fire Marshal has been installed. Areas containing radioactive materials must have “Caution” signage and the radiation symbol must be posted on doors, laboratory entrance signs, support rooms, and storage signs, as these are essential to the safety of lab users, visitors, and emergency responders, alerting to specific hazards in the labs.

e. **Update on Title 19 Fire Inspections**

Mr. Pratt stated due to a low volume in the generation of hazardous waste, Kenny Wahl, Hazardous Materials Manager, will accompany the State Fire Marshal on the building inspections. Ms. Long will also be attending the inspections to gain familiarity with the campus buildings and build her knowledge of the California Fire Code and related regulations.

Title 19 is a regulation relating to fire and life safety involving various occupancy classifications under the authority of the State Fire Marshal requiring all buildings to have Title 19 inspections.
Upon completion of all building inspections:

- The State Fire Marshal forwards to Environmental Health and Safety an EN-11 Fire Safety Correction Notice listing all building deficiencies and occupancy issues. EHS enters the EN-11 into a log to follow-up on all occupancy and building repairs.

- EHS notifies the departments of any occupancy issues that need to be addressed, such as improper location/removal of heat producing appliances, improper use of extension cords and daisy chaining, improper installation of bookshelves, excessive storage, blocked path of egress travel, etc.

- EHS forwards a copy of the EN-11 to FMS on building deficiencies such as improper use of door stops, missing ceiling tiles, placement of fire extinguishers, tripping hazards, occupancy signs, light covers and light switch cover; sprinkler heads; fire rated doors, walls, and windows; exposed electrical wiring; unrepaired walls.

- Once the corrections have been corrected, Environmental Health and Safety forwards a written response to the State Fire Marshal advising of the corrections made and date corrected.

There being no further business, the meeting adjourned at 3:00 p.m.