MEMORANDUM

Date: May 13, 2024

To: CAMPUS HEALTH & SAFETY COMMITTEE

  Brian Cecon, Intercollegiate Athletics
  Robert Mallow, Teamsters
  Mary Cox, Accessibility Resource Center
  Ricardo Orellana, Agricultural Teaching & Research Center
  Marvin Pratt, Director of Environmental Health and Safety
  Christopher Shippen, University Police
  Nereyda Rivera, Union of American Physicians and Dentists
  Keith Crawford, Associated Students
  Timothy Sistrunk, California Faculty Association
  Randy Southall, Facilities, Management and Services
  Jody Strong, Worker’s Compensation
  Jessie Mendoza, CSUEU
  Ryan Patten, Provost Designee
  John Shore, University Housing

Subject: Campus Health and Safety Committee Meeting

Present: Heather Long, Timothy Sistrunk, Mary Cox, Marvin Pratt, Jana Gosselin, Keith Crawford, Brian Cecon, Randy Southall, Ryan Patten, Jody Strong, Ricardo Orellana, John Shore, Jessie Mendoza

Absent: Robert Mallow, Christopher Shippen, Nereyda Rivera

I. Welcome

Marvin Pratt, Director of Environmental Health and Safety, welcomed the committee. He asked everyone to watch their co-workers to see how they are acclimating to this heat.

II. Approval of Agenda

It was the consensus of the committee to approve the agenda of the May 13, 2024 meeting.
III. Approval of Minutes

It was the consensus of the committee to approve the minutes of March 4, 2024 as submitted.

IV. Review of Accidents

Heather Long, Occupational Safety Manager, reviewed the accidents for January through March 2024. One employee cut his knuckle with a bandsaw. He acknowledged he was using this bandsaw incorrectly. One person slipped on water in Kendall Hall. Moving forward, Facilities Management Services will put mats outside the elevator on the second floor of Kendall Hall on rainy days. Care should be used when sitting in chairs. Sometimes the chairs roll out from under the person. The chair should be at the correct height for the user. The trend is trying to do too much in too little of time and trying to move too quickly, therefore, causing increased injuries. If employees have questions about how to complete a project safely, they should stop and ask their Supervisor for direction.

V. Review of Building Inspections

Ms. Long reviewed the building inspection findings for January through March 2024. Usually these are informal building inspections. There are certain buildings that are required to have annual fire marshal inspections. In addition, Environmental Health and Safety conducts inspections to buildings every three years. Ms. Long conducted general safety building inspections in Plumas, Acker & Shurmer, Glenn Hall, Aymner J. Hamilton. The inspection includes all areas; exterior, basement to roof and everything in between. Findings included missing cover plates on outlets and daisy chaining surge protectors. All occupants of the building receive a form via Adobe Sign explaining the violations and how they can be corrected. There is a way for them to report that the problems have been corrected or have been forwarded to someone else. Ms. Long was notified by the Floor Evacuation Coordinators that the 3D triangular fire extinguisher signs had fallen off the walls in Ayres Hall. This has been corrected.

Jessie Mendoza questioned asbestos testing occurring in Laxson. Mr. Pratt explained the ceiling in Laxson looked like it had water damage. Sometimes there was heavy dust that would come down. This material was tested and the plaster in the ceiling does contain asbestos. Belfor, an emergency restoration company, was hired to seal the areas that are affected until a longer-term fix can be done. Ms. Mendoza asked if there was communication with staff and building occupants. Mr. Pratt said there was communication throughout the process. Randy Southall, Associate Vice President of Facilities and Capital Projects, personally met with Stephanie Yunker of University Public Events and her staff, the stage crew the building custodian, daily.

VI. New Business:

a. Outfield Fence at Nettleton Stadium

Brian Cecon, Assistant Athletic Director, explained their centerfielder collided with the outfield fence. There have been a number of collisions. The fence is a wooden structure that is approximately 28 years old. The solid structure nature of it is recommended to be padded by the NCAA. It is not yet a requirement of Division II fields. The padding of the outfield fence will be expensive. It is 8-9 feet tall. Mr. Pratt asked if Mr. Cecon had any pictures of other school’s ballfields he could share with Randy.
Southall to show what other schools are doing. Mr. Ceccon noted some ballfields use a chain link fence, which has some give to it. He doesn’t believe any other schools have a wooden outfield fence. These are seen more with minor and major league teams, but they are always fully padded. Mr. Pratt asked what was the cost of annual maintenance of this wooden fence. Mr. Southall stated that Nettleton Stadium funding is different from other buildings on campus because it was a donated asset. Anything done in this space will be charged back to Athletics. FMS needs to start a project for this, figure out the cost and how it will be paid for.

b. **Glitter is Litter**

Jessie Mendoza told us about a Glitter is Litter campaign at San Diego State. It’s a reminder to clean up after graduation photos and celebrations. Since we often discuss sustainability, Ms. Mendoza thought it would be a good idea to share. Mainly the campaign is about being mindful. Mr. Pratt stated approximately 10 years ago, the Sustainability Committee on our campus advertised to use paper rather than plastic streamers. Jana Gosselin, Industrial Hygienist, reported that we don’t want this trash in the storm drains. Ms. Gosselin recommended next spring advertising a campaign about cleaning up after graduation celebrations. Mr. Pratt recommended working with the Associated Students sustainability groups on this campaign.

c. **Campus Errands**

Jessie Mendoza discussed how departments might send employees out to do errands in their personal cars. She questioned when does the driving fall into the category of driving on behalf of the University. She is questioning driving requirements outside of field trips. Mr. Pratt wants to discuss the driving requirements with Mike Thorpe, Executive Director of Enterprise Risk Management, to get his input. How do we get the message out about drivers needing Defensive Driver Training to the campus? DDT needs to be renewed every four years. It might be helpful to send out reminders at the beginning of each semester.

d. **Meeting in Person**

Mr. Pratt suggested he would like to start meeting in person at least for every other meeting. Would it be interesting to do a meeting at different locations on campus? Maybe meet at a building for a building inspection or visit a lab? Discuss the parts of the buildings that are fire rated or not fire rated, for example. Dr. Sistrunk thought this sounded like a good idea.

e. **Chair for Campus Health and Safety Committee**

Mr. Pratt stated we still need a Chair and Vice-Chair for this committee.

f. **New BSS Building**

Jessie Mendoza questioned when employees are asked to work in a building like the new BSS building that is not completed, how do the employees know the rules or PPE required? Mr. Pratt said the Project Manager in FMS should coordinate with them. The Project Manager follows the requirements as determined by the general contractor on that job.
There being no further business, the meeting adjourned at 3:15 p.m.