

San Diego Mesa College
Facilities & Safety Committee Minutes
Thursday, September 15, 2022
Zoom, 2:00-3:00 pm

MEMBERS	Lorenze Legaspi (A)	Jennifer Carmichael	Andy MacNeill	Mike McLaren
	Jacqueline Collins	Leticia Diaz	Jennifer Carmichael	Matt Fay
	Larry Maxey	Dave Warczakowski	Erika Higginbotham	Kenneth Nelson
	Ryan Shumaker (A)	Chelsea Ruwe	Nate Betschart	Chris Sullivan
	Robert Fung	Lance Lareau (A)	Frank Fernandez	Ana Fuentes
	Brian Lesson	Michael Lewis (A)	Michelle Rodriguez	Joel Peterson

A. Welcome	Meeting start 2:03 pm
B. Mesa2030 Facilities Planning Task Force	Blythe presented on the expectation and call for participation from within the Facilities & Safety Committee. We will be working with Gensler to create an Education Engagement Index that will be used to inform the next steps. First meeting of the Mesa2030 Facilities Planning Task Force will take place in November. Please reach out to Mesa2030 Facilities Planning Task Force co-chairs Blythe Barton or Lorenze Legaspi, to join.
C. Training	- Matt Fay presented the Safety Training Matrix, please refer to meeting documents for access. - The Safety Training Matrix can be used by supervisors and managers can use to facilitate connecting their employees with the proper trainings for their positions. - Matrix outlines: - Training Topics - Regulatory Codes - Frequency - Personnel to be trained - Resource for where (link)/how to complete training - Dates training records are due - Are written plans required? - Safety Training Matrix to be sent to the committee for feedback.
D. Who To Call	- Presentation on “who to call” for specific issues, please refer to meeting documents for information. - Occupational, Environmental, Health & Safety at 619-388-2763 - Coordinate safety-related training collaborating on specific program and administrative needs.

	○ Review, analyze, audit, investigate, and report incidents, injuries, and hazards; implement control measures. Investigate complaints of unhealthy occupational and environmental conditions and coordinate corrective action. ○ Maintain regulatory documentation per county ○ Conduct routine safety inspections ○ Ergonomics ○ Chemical management ○ Biological and chemical waste management ● Public Safety at 619-388-6405 ○ Campus incidents ○ Lost Property ○ Parking enforcement ○ Emergency and routine medical aid ○ Investigate reports under the Student Code of Conduct, Title IX ○ Safety training ○ CCERT ○ ALICE ○ Escorts ○ Minor Vehicle Support ○ Battery Jumps ○ Lockouts ● Facilities at 619-388-2814 ○ Oversee custodial and landscape services ○ Perform minor repairs ○ Manages issues such as ○ Pest control ○ HVAC loss ○ Building leaks ○ Overflowing trashcans ○ Broken windows ○ Supplies (toilet paper, paper towels, soap) ○ Graffiti Removal ○ Outbreaks ○ Set up furniture and equipment for meetings, graduations, and other events ● Operations at 619-388-2554 ○ Site Improvements ○ Paint ○ Electrical ○ Window coverings ○ Construction (major/minor) ○ Program operations ○ Safety and emergency programs ○ Furniture requests
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	○ Office relocations ○ Administer special events
E. Roundtable	• What is procedure for universal waste pickup? Facilities will take light bulbs- contact them for pickup. For batteries, there will be collection boxes in common areas, until then, reach out to Matt Fay and he will come collect them. • VC Peterson shared that there is a search for Occupational Safety and Compliance position. Creating a Health & Safety Committee for the District, and he wanted to know if the Mesa Facilities & Safety Committee would prefer to have a member of the new district committee come and give a read out at this group's meetings, or would this committee prefer to send a representative to the district level committee? Please give feedback to VC Peterson directly or through Jacqueline. • Robert Fung asked if are there any safety or quick locks on any of the doors that can be used in the case of active shooter situations? VC Peterson stated there is not currently one in place, but Facilities is planning on rolling it out, initially at ECC. The larger project will be rolled out with new bond measure that will be on the November 2024 ballot.
F. Adjournment	• 2:48 pm
G. Next meeting	• October 20, 2022