



ANTELOPE VALLEY COLLEGE

SAFETY COMMITTEE MEETING	Wednesday, November 4, 2015
Agenda	Meeting Place: HS 194
	Time: 1:30 to 2:30PM

Type of Meeting: Regular
Note Taker: Kim Correa
Please Review/Bring: Copy of 9-23-15 Minutes

Committee Members:

Terry Cleveland	Member - Director of Risk Management & Environmental Health
Kim Correa	Member & Chief Note Taker – Human Resources
Deputy Ray Murgatroyd	Member – Campus Law Enforcement Representative
Steven Pulley	Alternate
Jennifer Corona	Member – ASO Representative
Shawn Smith	Alternate
Debra Dickinson	Member - Academic Senate
Joseph Esdin	Alternate
Jared Simmons	Member – Confidential Management
Michael Maher	Alternate
Steve Lose	Classified Union
Dr. Louis Lucero	Member – Educational Administrator
Michael Hutchison	Member – Faculty Union
Bill Bailey	Alternate

Items	Person	Action
I. Check In		
II. Introduction	Terry Cleveland	Welcome – Introductory Remarks by Director of Risk Management
III. Approval of Minutes	All	September 23, 2015 Minutes
IV. Old Business		<p><u>Item to Discuss:</u></p> <ol style="list-style-type: none"> Potential solution to optical illusion tripping hazard at PAT – Report back by Task Force Members Jared Simmons, Michael Hutchison, and Joseph Esdin.
V. New Business		<p><u>Items to Discuss:</u></p> <ol style="list-style-type: none"> Reviews of the following by Terry Cleveland: <ol style="list-style-type: none"> Reported work-related accidents since the last Safety Committee Meeting. Current year-to-date work-related accident statistics including identification of trends (if any). Review of results of scheduled periodic safety inspections. Emergency Drill Program for AVC – Status report by T. Cleveland and R. Murgatroyd.
VI. Open Discussion		
VII. Next Meeting Date		February 17, 2016 HS-194
VIII. Check out		



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Note Taker: Kim Correa

Committee Members:

Terry Cleveland		Member - Director of Risk Management & Environmental Health
Kim Correa		Member & Chief Note Taker – Human Resources
Deputy Ray Murgatroyd	Absent	Member – Campus Law Enforcement Representative
Steven Pulley	Absent	Alternate
Jennifer Corona	Absent	Member – ASO Representative
Shawn Smith	Absent	Alternate
Debra Dickinson		Member - Academic Senate
Joseph Esdin	Absent	Alternate – Attendance not required due to member attended
Jared Simmons		Member – Confidential Management
Michael Maher	Absent	Alternate – Attendance not required due to member attended
Steve Lose	Absent	Classified Union
Dr. Louis Lucero	Absent	Member – Educational Administrator
Michael Hutchison		Member – Faculty Union
Bill Bailey	Absent	Alternate – Attendance not required due to member attended

	Person	Action
I. Approval of Minutes 9-23-15	All	Approved with one suggestion. Would prefer work related accidents to be in Excel format with running totals.
II. Old Business		<p><u>Item Discussed:</u></p> <ol style="list-style-type: none"> 1. Jared reviewed the three-step solution process for the Performing Arts Theatre optical illusion tripping hazard as stated in an email from him to the committee on October 8, 2015. Options are as follows: <ol style="list-style-type: none"> a) Increase Visibility: Remove the current barriers. Install head-level signage along the posts heading to the parking lot. Large Reflective Yellow Painted, and Cautioned Area extending from the curb (crude diagram attached). b) Minimal Barricade: Use retractable safety belt type stanchions to block pedestrian foot traffic during events (example: http://www.queuesolutions.com/weathermaster-twin-safety-belt-barrier.php). c) Construction: Complete curb entrance reconstruction Facilities project. Depending on the level of construction, ADA regulations may require DSA approval to determine the layout.



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		<p><u>Action Taken</u> Committee members agreed to implement option #1. Options #2 & #3 will not be implemented unless determined to be necessary in the future.</p>
III. New Business		<p><u>Item Discussed:</u></p> <ol style="list-style-type: none">1. Work-related accidents reported since the last Safety Committee Meeting:<ol style="list-style-type: none">a) One first aid case.b) Zero Medical cases.c) One lost-time cased) Total of two cases. 2. Year to date accident statistics<ol style="list-style-type: none">a) Eight First Aid cases.b) Three Medical cases.c) Four Lost-time casesd) Total of 15 Incidents.e) No trends were identified. 3. Jared inquired about how we compare to other campuses in reference to accidents on campus. Terry responded that we have considerably less open Worker's Comp cases than other campuses. 4. Jared shared with committee that the Maintenance and Operations departments will be conducting periodic safety hazard inspections, starting in 2016. They will document their findings online for tracking and resolution purposes. 5. Terry reported that Los Angeles County Sheriff's Department AVC Unit Lead Deputy Ramon Murgatroyd, Campo Events Supervisor Allan Gold, and Director of Risk Management Terry Cleveland surveyed Marauder Stadium pedestrian and utility cart traffic patterns and determined paths of travel to reduce cart vs pedestrian traffic conflicts by re-routing most cart traffic. It was determined that some of the safety hazards resulted from irresponsible driving by student worker cart drivers. It was also determined that there is enough room to have pedestrians on one side and carts on the other side. 6. Emergency Drill Program for AVC report:



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		<p>a) October 1, 2015, Palmdale Active Shooter day drill was the best participation for the Palmdale center to date. Two incidents of non-compliance.</p> <p>b) October 1, 2015, Palmdale Active shooter night drill had several non-compliance issues.</p> <p>7. October 14, 2015 live, table-top/field exercise was successful. Report attached.</p> <p><u>Follow Up Item:</u> An excel format to be developed for all work-related accidents, with running totals for ease of tracking and review purposes for the committee members.</p>
IV. Open Discussion		<p><u>Item Discussed:</u> Jared mentioned that a suggestion was made to eliminate emergency blue phones throughout the campus. IT and Maintenance stated they are difficult to maintain. A concern was expressed that these phones are known throughout the campus and if removed, could be a liability if they are no longer available in case of an emergency. The IT department is looking into more modern security systems for the campus, security cameras and/or two-way communication systems. Committee felt that if they are replaced with something better, there would not be a liability issue. It would be better to replace them than to just remove them.</p>
V. Next Meeting Date		February 17 th , 2016 HS-194

October 14, 2015 Table-top/Field Exercise

The October 14, 2015 Table-Top/Field Exercise utilized a simulated plane crash to activate our Incident Command Team and incorporate responses by our local first responders from the Los Angeles County Sheriff's Department AVC Unit, Los Angeles County Fire Department, and American Medical Response ambulance service. We had 26 mass-casualty role-players participating from our Fire Academy, our Respiratory Care program, and our Student Worker population.

West Coast Consulting Group, Inc. prepared a realistic scenario with escalating problem-solving opportunities for the Incident Command Team to work through during the event. With the 26 students playing various roles as injured and deceased victims and the aircraft components (which were supplied by our Airframe & Powerplant personnel at the Fox Field Site) strewn about a debris field, the scenario appeared as real as possible and tested the Incident Command Team and First Responders in as close to real-life conditions as could be produced on our campus. West Coast Consulting Group, Inc. supplied a steam generator that gave the appearance of smoke from the crashed aircraft.



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West Coast Consulting Group, Inc. in conjunction with the Los Angeles County Fire Department consulting nurse assigned injuries with signs & symptoms to the 26 students to make their performances realistic. Deputy Murgatroyd's daughter and several other moulage specialists from the Antelope Valley Disaster Relief Network who possess special expertise in injury make-up and special effects applications made the role-players' appearance believable.

This was a tremendous learning experience for our personnel in a controlled environment (although it appeared to be chaos at first just as it would in a real event) and gave outside Law Enforcement, Fire, and Ambulance personnel a great opportunity to become more familiar with our campus. This familiarity will be crucial in the event of catastrophe.

Antelope Valley Hospital piggy-backed onto our simulation with one of their own by utilizing our role-players to test one component of their emergency preparations. Our role-players were transported by ambulance to Antelope Valley Hospital for off-loading to their triage staging area and then returned to campus by ambulance. Antelope Valley Hospital hopes to be able to off-load and triage 50 mass-casualty victims within 15 minutes and extending our drill for their use helped them test their capabilities. Our entire community benefits from their preparedness.

Other agencies and institutions who had representatives observing our drill included representatives from the City of Lancaster, the American Red Cross, the County Office of Emergency Management, the Salvation Army, California State University Bakersfield, SOAR High School, Westside Union School District, Antelope Valley Transit Authority, Antelope Valley Hospital, Antelope Valley Disaster Relief Network, Antelope Valley CERT, and Edwards Air Force Base Office of Emergency Management.

The Table-Top/Field Exercise lasted approximately 2 hours. West Coast Consulting Group, Inc. conducted a post-exercise debrief with participating entities and observing parties.