

Skyline College
Health, Safety, and Emergency Preparedness Committee
Minutes for
Thursday, April 07, 2022
12:45 – 2:05 pm

I. Call to Order

Joe Morello

- Attaining a quorum, meeting called to order by committee chair. Voting members in attendance included: Alice Erskine, Lucia Lachmayr, Justin Piergrossi, Jessica Silver Sharp, Lori Slicton, Kwame Thomas, Gary Cheang, Donna Elliot, Mousa Ghanma, Elizabeth Tablan, Kristen Tuck, Tara Grover, Theresa Tentes, Russell Waldon, Jim Vangele, Joe Morello, Tina Watts, Kevin Chak, John Doctor.
- Approval of agenda – motion approved.
 - AFT proposed the postponement of Item #4, a motion for AFT/CSEA representation at the District Safety Committee to May 5th.
- The committee chairperson reviewed the **Gathering Space Norms** adopted by the College Governance Council.

II. Consent Agenda

Joe Morello

- Meeting minutes for March 3rd 2022: motion approved *with revisions*.

III. Standing Reports

a. Health Center

Donna Elliot

- No new information or updates from the Health Center.

b. Public Safety

Jim Vangele

- Antigen testing and PPE distribution has been very smooth. Everyone who has requested them has received them. Supplies are available at both Public Safety and the Bookstore. Additionally, a person can call and supplies will be delivered to a location on campus.

c. Emergency Preparedness

Vince Garcia (for Ben'Zara Minkin)

- The Emergency Preparedness Office recently completed the Building Captain handbook. It details the role, responsibilities, and training requirements. Also, his office will provide all-day CPR training on Skyline Campus during Flex Day, April 21st, registration will be administered via the CTTL.

d. Facilities

John Doctor

- College Ridge Faculty Housing is on-schedule and is expected to be completed by mid-summer.
- Plans for work in Building 2 remain under review at the CA Division of State Architect (DSA). It is hoped that approval will be obtained by the end of April 2022.
- Improved exterior lighting is being added to Building 19.

- Work in progress in Building 1 remains on-schedule. The Facilities team is schedule to meet with Dean Porter later this month and his group continues to meet with faculty and staff pertaining to work planned for Building 1.
- COVID testing has been relocated to Lot P.
- Two participants suggested that more signage was needed at, around, and directing people to Counseling at Building 19.

e. COVID 19 Update

Ray Hernandez

- Ray Hernandez reviewed the metrics that are being used to asses risk in the community: case rates of approximately 65 per 100,000, and severity of disease, which is low. Vaccines and vaccination boosters are available and recommended. Other large employers are bringing their employees back to work and requiring primary vaccination but not boosters. Those who are at moderate to high risk and over age 50 are eligible for a second booster.
- The District will host another pop-up vaccination clinic on April 26th at CSM.

IV. Constituent Group Updates

a. Faculty / Staff Representative at District Safety Committee – AFT

- *Postponed*

b. Round-table

- Vince Garcia responded to a question by confirming that the April 21 Flex Day activity will include training on defibrillators. Additionally, a campus member does not have to be designated a building captain to receive CPR AED training. This training qualifies as either new certification or a biennial recertification training – but is the same duration either way. He also indicated that he is available at any time to train faculty and staff on the use of evacuation chairs. The possibility of video trainings also made available as well as a map of AED locations.

V. Updates

a. HSEPC Bylaws (Draft)

- The Committee Chairperson Joe Morello posted a draft version of updated bylaws for this committee. He briefly reviewed the context and logic which provided for each of the roles and representatives on the committee. He also provided some background on the use of Robert’s Rules as well as that contractual representatives are required to be approved by their constituent body.
- AFT Representative Jessica Silver Sharp observed that the Committee developed equity language earlier this year and asked if that can be included. The Committee Chairperson responded that the emphasis this year has been to align the committee structure between the three Colleges, and that inclusion of equity language can and will begin in Academic Year 22-23. Jessica Silver Sharp also asked if the committee function of hearing complaints can be discussed explicitly in the committee charge. Chairperson Morello indicated that the language can reference “all duties and responsibilities” as described in relevant contract articles.

- AFT Representative Jessica Silver Sharp asked if voting could take place via (anonymous) poll so that how a committee member voted will not be known to their supervisor as that visibility could influence how a committee member votes. Committee Chairperson indicated that the technology might pose complexity although it was probably doable, but also wondered if that meant that in-person committee voting would then also become secret balloting.
- One committee member expressed that secret balloting would be antithetical to the district and campus desire for transparency and that part of the committee's purpose is to be open to the public and work on issues open to the public.
- AFT Representative Jessica Silver Sharp asked that bylaws expressly create for the committee a mechanism by which it could decide to meet more frequently, either during the school term or during break periods between semesters, to address campus emergencies, such as the COVID pandemic during summer of 2021.
- AFT Representative Jessica Silver Sharp asked that audio recordings be posted within a specified time frame so that participants can anticipate when it will be possible to review what was discussed. Committee Chairperson responded that recordings will be posted as quickly as possible but cautioned that if and when the committee resume meeting in person, this might then apply to the minutes which require significant time. Another Committee member voiced support for continuing to maintain a zoom option for meetings as it makes the meetings more accessible.
- AFT Representative Jessica Silver Sharp observed that the Skyline HSEP Committee structure varied from the other two colleges in the District by having additional members from the president's office participate in the committee. Committee Chairperson Joe Morello observed that these participants represent the College President and Vice Presidents *ex officio*, but do not duplicate that representation.
- Jessica Silver Sharp also inquired about HR representation on the committee. Chairperson Joe Morello could not guarantee that an HR person would be available to attend all meetings and also noted that CSM doesn't have this role on their committee and not having such a representative does not preclude the committee from surfacing HR related questions and posing such to HR as needed. Both AFT representatives Jessica Silver Sharp and Lori Slicton recalled that in the earlier phases of the pandemic some of the more challenging issues were judged to be HR issues and that it would have been helpful to have an HR resources available during those deliberations. The Committee Chairperson thought it would be possible to add this function 'as needed' and be served in this way on specific issues.
- AFT Representative Jessica Silver Sharp raised to topic of committee member attendance. Another committee members voiced support for a bylaw remedy to address chronically absentee representation if a member is not able to participate regularly.

VI. Future Agenda Items

Joe Morello

a. Exercise Program

- Marco Wehrfritz, Lucia Lachmayr, and Committee Chairperson Joe Morello met outside the committee to further develop several specific ideas in conjunction with CCTL that

might be consistently available yet more flexible than a for-credit course. Joe Morello did emphasize that the College has superb instructors and that course can be audited. He also reminded committee that daily exercise has been shown to lessen the risk of a serious Covid infection.

VII. Adjournment

Joe Morello

- Having completed the agenda the meeting was adjourned.