Following the recent tragic event that transpired during the Boston Marathon in April 2013, it is important that District employees be reminded of the procedures for Bomb Threats at the campus and District office sites. (KEEP THE CALLER ON THE PHONE AS LONG AS POSSIBLE) for threats called in.

- If you receive a bomb threat, ask the caller the following questions:
  1. When and where is the bomb right now?
  2. When is the bomb going to explode?
  3. What kind of bomb is it?
  4. Why did you place the bomb?

- Immediately notify 911 and the District Police at X4491 (District Sites/SBVC) and X3275 for (CHC)

- Check your immediate area for any suspicious devices, abandoned backpacks, boxes, etc. that do not belong to anyone or seem to be out of place

- Limit usage of cell phones and radios because of the risk of activating the device

- If a suspicious device or package is found........ DO NOT TOUCH

- Clear the immediate area and notify 911 and the District Police

- If directed to do so by DISTRICT POLICE or College/District office administration, evacuate all employees and students to a designated evacuation area.

For additional information on Bomb Threat protocol or procedures and training, please contact Sgt. Chris Tamayo at the District Police at X4491 or by email at ctamayo@sbccd.cc.ca.us.

For an online training resource, please log on to http://www.emrtc.nmt.edu/training/upsbi.php and take the course on Understanding and Planning for School Bomb Incidents (UPSBI).

In addition, please refer to your hanging emergency flip-charts in the section on Bomb Threats or access the flip chart electronically by logging on to:

- SBVC Emergency Flip Chart
- CHC Emergency Flip Chart

REPORT SAFETY HAZARDS
VISIT EH&S AT:
http://www.sbccd.org/
District_Faculty_-_a_
Staff_Information-Forms/
Environmental_Health_and_Safety
/Forms/

SAFETY COMMITTEE MEETINGS
To resume in the Fall/September 2013
TORNADOES: BEING PREPARED

Stay tuned for storm watches and warnings. When there are thunderstorms in your area, turn on your radio or television to get the latest emergency information from local authorities. Listen for announcements of a tornado watch or tornado warning.

Learn about the tornado warning system in your county or city. A tornado watch is issued when weather conditions favor the formation or tornadoes, for example, during a severe thunderstorm. Although some areas may not be prone to tornadoes, we should be familiar with our shelter in place procedures that may be utilized during this type of event.

Please review your emergency flip chart section, SHELTER-IN-PLACE. The emergency flip charts are hanging on the wall throughout the campus and District site locations. The flip charts can be accessed electronically by clicking to SBVC Emergency Flip Chart or CHC Emergency Flip Chart.

You can also find an abundance of resources on Tornadoes and Being Prepared by logging on to the Center for Disease Control website at http://www.emergency.cdc.gov/disasters/tornadoes/

ITS HEATING UP! HEAT ILLNESS PREVENTION TIPS

Our Heat Illness Prevention campaign begins in May through September. Below are a few tips to follow to prevent Heat Illness in the workplace. For additional training on Heat Illness or prevention, please call Whitney Fields with EH&S at X4070 or contact via email at wfields@sbcccd.cc.ca.us.

How can heat illness be prevented? Remember three simple words: water, rest and shade.

- Drink water often, take breaks, and limit your time in the heat to prevent heat illness.
- Request heat illness prevention training from District Environmental Health & Safety at X4070 or log on to http://www.sbccd.keenan.safecolleges.com/login and take training online at your convenience.
- Employees should gradually build up to heavy work loads in hot conditions, so they can become acclimated.
- Also, it is important to know and look out for the symptoms of heat illness in yourself and others during hot weather.
- Plan for an emergency and seek immediate medical attention by calling 911 if you or a co-worker show signs of heat illness—acting quickly can save lives!

Please get familiar with the campus Heat Illness Prevention plans before the summer begins so you will be updated on your role as a supervisor or employee to prevent heat illnesses.

- SBVC Heat Illness Prevention Plan
- CHC Heat Illness Prevention Plan

ANNUAL ONLINE SAFETY TRAINING ASSIGNMENTS 2013

The time has come for all District employees to take their online safety training for their specific job classifications. Emails will be distributed to District employees providing information on how to log on to Keenan Safe Colleges to take assigned training modules. If you are curious about what training may be required for your job classification, feel free to review “What Safety Training Do I Need”.

Safety training for classified and management employees will be assigned within the next several weeks. Faculty will be assigned training in the fall. If you have any questions about online safety training or deadlines, please feel free to contact, Amalia Perez with Human Resources at X4047 or Whitney Fields with EH&S at X4070.

Keenan Safe Colleges—Administrator/Manager/Supervisor Log In Instructions
Keenan Safe Colleges—Classified/Faculty Log In Instructions
SBVC/CHC COMMUNICABLE DISEASE PROGRAMS—COMING SOON!

Following events that have transpired in the District, a Communicable Disease Policy was developed for both campuses to ensure the health and safety of all staff, faculty and students. The District is aware of the current medical pronouncements regarding the nature and transmission of various communicable diseases, as well as the laws regarding discrimination and communicable diseases.

Decisions involving persons who have communicable diseases shall be based on current and well-informed medical judgments concerning the disease, the risks of transmitting the illness to others, the symptoms and special circumstances of each individual who has a communicable disease.

The District will strive to provide periodic communicable disease orientation to its employees. For additional information on communicable diseases, please log on to the following web links.

- Center for Disease Control—Communicable Disease Information
- California Department of Public Health—Division of Communicable Disease Control

For additional training or educational resources, please contact the below individuals at the SBVC, Student Health Center or the CHC Student Health & Wellness Center at your campus or Environmental Health & Safety for the District sites.

- SBVC-Student Health Center—Elaine Akers X8273, eakers@sbccd.cc.ca.us or Andee Alsip X1639, aalsip@sbccd.cc.ca.us
- CHC-Student Health & Wellness Center—Judy Giacona X3271 or email jgiacona@sbccd.cc.ca.us
- District Sites-Whitney Fields X4070 or email wfields@sbccd.cc.ca.us

SAFETY PROGRAM REVIEW/REVISIONS—SUMMER 2013

During the summer, Environmental Health & Safety working closely with the Vice Presidents of Administrative Services for each campus have an opportunity to provide revisions and or updates to current safety programs on the campuses. Feedback from the campus communities or District site communities on program contents are welcome.

Please take some time this in the upcoming months this summer and take a look at some of our safety programs that may be applicable to your work area or classification and provide us with some feedback. FYI, the Injury & Illness Prevention Program is applicable to all employees so that would be a great start.

- SBCCD, Environmental Health & Safety Programs
- SBVC contacts for revision feedback, Scott Stark X8958 or email stark@sbccd.cc.ca.us/Whitney Fields X4070 or email wfields@sbccd.cc.ca.us
- CHC contacts for revision feedback, Mike Strong X3210 or email mstrong@sbccd.cc.ca.us/Whitney Fields X4070 or email wfields@sbccd.cc.ca.us

2013 GREAT CALIFORNIA SHAKEOUT

The 2013 Great California Shake Out earthquake drill is just five short months away on October 17th at 10:17AM. In 2012, the San Bernardino Community College District participated with more than 9 million Californians in the Great California Shake Out. Already, more than 2.6 million people have been registered in 2013.

For the 2013 exercise we will continue to test our readiness and are working towards continuous improvements as the month progress. Take a look at some of the accomplishments that should be achieved by the October 17th, Shake Out date.

- Emergency search & rescue back packs assigned to each building at SBVC/CHC/District sites
- Continued training with the current Building Captains and recruitment of new Building Captains at SBVC/CHC/District sites
- Cooperative emergency preparedness agreements with the American Red Cross and Omni Trans are in progress
- Free Community Emergency Response Training (CERT) offered to the campus/District site communities in the Summer of 2013