

CCC SAFETY COMMITTEE

<u>Committee Members:</u>		
Mariles Magalong, chair	Ellen Coatney	Sandra Everhart
Bruce King	Jose Oliveira*	Darlene Poe
Seti Sidharta	Hattie Smith	Wayne Organ
Corri Maloney, student rep	Charles Hankins, guest	

* - absent

MINUTES OF THE MEETING

Friday, September 2, 2011 @ 8 a.m.
Room AA-216

1. Introductions were made, and the new committee members welcomed: Wayne Organ and Corri Maloney. Charles Hankins from Police Services also attended, representing Jose Oliveira who was on leave.
2. Ted Terstegge will no longer be able to attend the meetings since his role as District-wide Emergency Preparedness Coordinator has ended. However, he continues to coordinate certain safety projects in his capacity as a District police officer.
3. The American Red Cross Shelter exercise was held at the college on August 9, 2011, with participants from various agencies across the County. Among the participants from CCC was Ellen Coatney, who served as the Event Coordinator. The following were noted relative to the shelter exercise:
 - Planning meetings were held throughout the summer for the event
 - County Services involved included the Red Cross, Salvation Army, and 60 to 80 volunteers
 - Wrap-up meeting is scheduled for Wednesday, September 7, 2011
 - The Cafeteria is too small for a shelter in an emergency
 - How to shelter animals in an emergency was part of the exercise
 - How to get everybody fed was also part of the exercise
 - There was good campus participation, including DSPS involvement
 - The shelter exercise will be rotated among the colleges – next year it will be at LMC, and the following year at DVC
 - Ellen will participate next year at LMC's shelter exercise
 - There were not enough logistics, volunteers, or security
 - IDs, designations of the volunteers could be improved
 - The exercise had everyone thinking about how to deal with media, sex offenders, children, disabled persons, elderly, animals, etc. in an emergency

4. The evacuation drill schedule for 2011-2012 is as follows:

- ELC – first Wednesday of each month
- GA – September
- AA – October
- LA/HS – November
- Library – December
- Humanities – February
- Art – March
- ATC/CTC – April
- SSC – May

A question arose as to whether or not to inform the residents of a building of an evacuation drill ahead of time. After some discussion, it was agreed that Bruce will consult with the fire marshal and report back to the committee.

5. Charles Hankins reported that a football player twisted/hurt his ankle, and someone mis-stepped by the bus stop. AC Transit is supposed to level the sidewalk where this occurred, and Bruce has been following up to get this done.

6. Bruce reported on the following regarding facilities:

- The fire marshal will continue to inspect ELC and Automotive buildings.
- The Music building is under renovation, and is expected to be completed in 10 months. The Music Department has temporarily relocated to the Humanities building.
- 13 Smart classrooms will be completed in 1 week.
- The high voltage project will start in 1 month. Conduits will be laid for the new power lines. There will be a loss of 15 parking spaces on Castro Street while this project is going on.
- IT will be moving servers from the Humanities building to the Library.

The meeting adjourned at 9:00 a.m.