

CCC SAFETY COMMITTEE

Committee Members:

Mariles Magalong, chair
Miguel Johnson *
Jeff Michels
Darlene Poe

Ellen Coatney
Bruce King
Jose Oliveira
Islam Ayyad, student *

Jim Gardner *
Brenda King-Randle*
Wayne Organ

*-absent

MINUTES OF THE MEETING

Friday, February 1, 2013 @ 8 a.m.
Room AA-216

1. The December minutes were briefly reviewed and approved.
2. The evacuation drill for the Art and CTC/AT buildings will be conducted next Wednesday, February 6, 2013. In March, the Biology and Physical Science buildings will hold their drills, on the first Wednesday of the month.
3. Jose reported that there were no slips & falls that were due to safety hazards on campus. However, Ellen reported that there was a slip & fall along Parking Lot 16, which is closed for safety reasons.

Last weekend, there was a break-in in the AA building where hidden valuables were taken from Middle College High School's Transition Program. Police Services concluded, based on the circumstances, that it is an inside job but have no specific suspects.

4. Bruce updated the committee on facilities/construction projects, as follows:
 - LA elevator – testing of the upgrade will be conducted shortly, after which the State Inspector will be invited to make its own testing/inspection before the elevator can be placed in service.
 - Culinary garden – the work is continuing, although two issues were raised that could adversely affect the project:
 - The garden terraces are not ADA compliant.
 - There is a question as to whether or not the terraces themselves meet appropriate code.The college is awaiting further guidance from District Facilities about this.
 - PAC ADA parking – the project is currently being reviewed by District Facilities, after which it will be brought to DSA for approval.
 - Greenhouse project - on hold since it may need DSA approval.

- Card access project – this 3-month project will install card access to 8 buildings on campus including PAC, ELC, PS, Music, Art and the Athletic buildings. There will be one work station in each campus equipped with a computer to program the card keys, and one Senior Parking Officer trained at each college to do the programming. The project is scheduled to start this semester.
 - Music building – there are several punch list items to be taken care of before the building can be turned over to the college for occupancy.
5. The college has cameras installed that are monitored by Police Services in 2 areas: the bus stop and SSC. There are stand-alone cameras as well in the Bookstore and Culinary Arts.
 6. Darlene and Bruce will replenish the supplies in the emergency cabinets.
 7. In order to alleviate the congestion and other traffic-related issues, Police Services will put up more “One Way” signs on the hill, continue to issue tickets to traffic violators, and assign an aide to monitor specific areas during drop-off times.
 8. The AA elevator was placed out of service. After testing, it was discovered that it needed a cylinder replacement. A new cylinder has been ordered, and the price ranged from \$34k to \$40k. It will take a few weeks for the order to be delivered, and another week for the repair to be done.

Meeting adjourned at 8:45 a.m.