

## **CCC SAFETY COMMITTEE**

### **Committee Members:**

Mariles Magalong, chair  
Miguel Johnson\*  
Jose Oliveira  
Anne Shin\*

Ellen Coatney  
Bruce King  
Wayne Organ\*  
Student rep\*

Jim Gardner  
Jeff Michels\*  
Darlene Poe

\*-absent

## **MINUTES OF THE MEETING**

Friday, September 5, 2014 @ 8 a.m.

Room AA-216

1. Mariles introduced Minda Calagui, new Senior Admin Secretary for the Business Office, informing everyone that Minda will be taking minutes.
2. The minutes of the last meeting were briefly reviewed and approved.
3. The committee discussed the Napa earthquake that occurred on August 24, 2014.
  - A visual inspection of the college was performed, to determine if there was any damage, or a reason to believe that there was damage. Similar inspections occurred District-wide. Fortunately, the only damage discovered was two broken windows in the District Office building in Martinez.
  - Jose informed everyone that the college is listed as a participant in the State-wide observance of The Great California Shake-Out, the annual earthquake preparedness event. He will send out an email to everyone indicating when this event will take place, and what to do in case of an earthquake
4. Jose presented the evacuation/shelter-in-place/lockdown drill schedule for the year:

October – PAC and Gym Annex  
November - SSC, AT/CTC  
December- No Drills Due to Finals  
February - Art/Music  
March - Bio and PS  
April - LA and HS  
May - AA building and Library

Darlene suggested that some drills be scheduled at night, and Jose concurred. He will identify two buildings that will undergo drills during the day as well as at night.

5. Jose did not have any accidents/injuries to report.

6. Mariles and Bruce reported on the ongoing Facilities/Construction projects:
- New College Center – The final concrete pour, 800 cubic yards, on the footings of the Classroom building will be finished today. Library Drive will be closed on September 26, 2014 to allow for the delivery/installation of the grease interceptor for the Student Activities building. Electric power shutdown for the whole campus is scheduled during the winter break, on December 29 and 30, 2014.
  - Biology and Physical Science buildings – The seismic retrofit for both buildings was completed over the summer. Phase 2 of the project will be done during the 2014 winter break.
  - Gym Annex – The modular elevator will be delivered on October 2, and the project is scheduled for completion by December 25, 2014.
  - Parking Lot 16 & 17 – Both parking lots will be “shored up” by installing plate piles to prevent slippage. The proposal for this project will be submitted to the Governing Board for approval in October, to be completed by the end of the semester.
  - 22 trees were removed from parking lot 2, which were either dead or dying. Replacement trees were replanted.
  - Repair of the PAC rigging will be scheduled during winter break.
  - The Music building chiller is out and will be replaced this semester.

Meeting adjourned at 8:40am.