

CCC SAFETY COMMITTEE

Committee Members:

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

Ellen Coatney
Bruce King
Wayne Organ
Student rep*

Jeff Michels*
Darlene Poe
Brian Williams

*-absent

MINUTES OF THE MEETING

Friday, February 6, 2015 @ 8 a.m.

Room AA-216

1. Jose reported that the key schedule from opening technologies has been updated, for the buildings that have been converted to key card access. Police Services is trying to determine what to do with the buildings that have not been converted. He hopes that in the next semester or so we can move away from paper to electronic since it will have more management features.
2. Evacuation/shelter-in-place/lockdown – There were two drills last Wednesday:
 - Bio-Science was completely evacuated in 2 minutes and 45 seconds
 - Physical Science finished the drill in under 4 minutes

Wayne addressed an issue of having only one classified employee currently working at the Music department and asked who is responsible for the drill. Jose will look into this.

Shor-Tel emergency broadcast system was also tested last Wednesday. It was the first time that the regroup system was tested which consists of text, email, and text to voicemail. Only employees were included this month but will extend to students next month. Only a few glitches were reported:

- For the text, not all cell phones were compatible, only the four major carriers. Off brand phones are not compatible. Jose stated that in the portal there is a section where one can opt out by answering “No” to the question “Do you want to receive text?” In that case, the system will automatically send text to voice.
 - Another glitch is when a staff works for different location they suggested that it would be a good idea that in the message we should indicate what location we are calling for in regards to the emergency.
3. Safety training funding (Districtwide Professional Development funds) – Jose reported that there is a need for emergency preparedness, safety and CPR training so the District asked the committee to submit a request for funding.
 4. There is no accident and/or injury to report except for one student who had a seizure at the gym.

5. Bruce reported on the ongoing Facilities/Construction projects:

- New College Center – This project is moving forward and still scheduled to be completed fall of 2016.
- GA elevator was installed. There is a step-up along the exterior entrance way to the elevator, which can cause tripping. To avoid this, letters will be stenciled to create signs warning people to watch their step
- Music chiller installation is finished.
- 900 geo piles were installed on parking lot 16 to stabilize the hill. The second phase of the renovation project will be the installation of new asphalt and the anticipated completion date is by June 2015.
- PAC stage - the rigging project is currently underway and planned for completion in the summer.
- Work is currently being done on the CTC/AT building to get the key card access fixed and the double swipe feature added.
- Proposition 39 funds will be used to install new chillers for the Physical Science and Bio-Science building.
- A board member passed through our campus and criticized the appearance of the grounds so B&G is actively working with the Custodial department in fixing up the grounds.

6. Other Business:

- Darlene requested an agenda item for our next meeting – Emergency Supplies.
- There were two break-ins recently on campus:
 - Over the break someone broke into the women's locker room and stole miscellaneous items that belong to middle high school students who didn't clear out their lockers before the break.
 - Another break-in occurred during the Martin Luther-King weekend. Someone broke into the window of the Bio-Science room and took miscellaneous items. Police Services reinforced the windows to prevent further break-ins.

Meeting adjourned at 8:35 am.