

CCC SAFETY COMMITTEE

Committee Members:

Mariles Magalong, chair
Jim Gardner
Tom Holt
Lucille Castruita

Herb Lester
Saul Jones
Darlene Poe
Student rep*

Ellen Coatney
Bruce King*
Brian Williams*
Anne Shin*

*-absent

MINUTES OF THE MEETING

Friday, February 5, 2016 @ 8 a.m.

Room AA-216

1. The minutes from last month's meeting were reviewed and approved by the committee.
2. Tom reported that there were four drills conducted this month:
 - Physical Science, evacuation was done in 2 minutes and 44 seconds
 - Biology, evacuation was done in 1 minute and 56 seconds
 - Music, evacuation was done in 2 minutes and 35 seconds
 - Art, evacuation was done in 1 minute and 45 seconds
3. Herb reported on the progress of updating the Emergency Operations Plan. It has not been updated for several years, since the District-wide Emergency Preparedness Coordinator position was eliminated, therefore a lot of changes have to be made. The Incident Command System (ICS) has to be created with an organizational chart that includes names and responsibilities in times of emergency. After the ICS has been revised, training will be provided as appropriate.
4. Tom reported 3 accidents this month:
 - A custodian was shocked by a wire hanging inside the custodian closet in the first floor of the AA building. The panel that fell down, exposing the wire, was put back in place by Buildings & Grounds department.
 - On January 22, 2016 a student tripped and fell in the PS lab area because of a wet floor caused by rain. The mat near the building entrance was removed, thereby leaving the hallway wet. Darlene talked to the person responsible for moving the mat.
 - On January 23, 2016 in LA-100 a Metas program student lost his footing and fell. He was a juvenile and the parents were present at the time.
5. In Bruce's absence, Mariles reported on the ongoing Facilities/Construction projects:
 - Underground Conduit project is all done. All the lights that the conduit supplies power to are working.

- Several trees, dead or dying, were cut down around campus. The project is now completely finished.
 - Men's locker room boiler has been replaced.
 - PAC rigging update is done.
 - Seismic retrofit of the PAC is anticipated to be done this summer. The project is awaiting DSA approval.
 - New College Center will be in operation by fall 2016. Construction is scheduled to be completed in the summer, followed by the installation of furniture, fixtures, and equipment, after which the departments to be housed in the new buildings will move in.
 - Ray Pyle will make a presentation to College Council regarding Measure E. He will cover the how Measure E will be rolled out, what specific projects are included, and what the budgets are. The College Council meeting will be on February 11, 2016 in LA-100.
 - A new monument sign will be installed at the corner of Shane & Mills, similar to the ones in the new parking lot, to identify the college.
6. Herb Lester reported on Districtwide Emergency Preparedness. There is a Health & Safety incentive program offered through CCCSIG for the District to receive funds by earning points when we achieve our safety goals. There is an 11 ½ minutes video that talks about the Health & Safety Incentive Program it is worth 15 points just by watching. There is also a Risk Management website through the district website that is now available. Please take a look and feel free to offer your safety related suggestions and comments.
 7. Darlene reported that by Wednesday next week all the emergency supplies cabinets will be replenished.
 8. Herb Lester reported that the training on AEDs will be on February 23, 2016. He asked for help to find a room to hold the meeting for about 8-25 people. AEDs are scheduled to be installed by end of next week.
 9. Other Business:

Darlene observed that there has been an increase in the use of hover boards on campus. She inquired about the requirements for their use. Tom Holt reported that there are some laws in the works but the codes have not actually been put into the vehicle section yet, so Police Services can stop and warn but not cite students using them. They are considered skateboards and they are legally allowed in the state of California at "skate parks".

Meeting adjourned at 9:00 a.m.