

## CCC SAFETY COMMITTEE

### Committee Members:

Mariles Magalong, chair	Ellen Coatney	Bruce King
Jim Gardner	Luci Castruita	Tom Holt
Miguel Johnson	Beth Goehring *	Brian Williams
Darlene Poe	Saul Jones *	Student Rep *
*-absent	Finy Prak *	

### MINUTES OF THE MEETING

Friday, March 3, 2017 @ 8 a.m.

Room SAB-211

1. The agenda and minutes from last month's meeting were reviewed and approved by the committee.
2. Facilities/Construction – Bruce provided a summary of the current projects:
  - The PAC painting project is in progress. The car accident on February 15, 2017 damaged some landscaping in front of PAC and also damaged the walls of the building outside of the restrooms. Repairs to the damaged walls will be done prior to painting that part of the building.
  - The installation of the back-up generator for the server is completed.
  - The replacement of the AA building chiller has been completed.
  - The project to install four automated doors has begun. These doors will be installed in AA, Art, CTC, and GA buildings.
3. Tom reported on the evacuation drills conducted for the months of February and March. In February, the following buildings completed evacuation as indicated:
  - HS - 3 minutes, 8 seconds
  - PS - 3 minutes, 32 seconds
  - BS - 3 minutes, 23 seconds

In March, the evacuation of the GE building was completed in 3 ½ minutes.

Tom is revising the evacuation map as there are new buildings to include. The evacuation routes will likewise be reviewed so as to bypass “danger” areas in times of emergencies.
4. There were three accidents/injuries that Tom reported:
  - A student in a wheelchair lost control and tripped in front of the SAB
  - A student had hazy vision and fell, injuring her wrist
  - A car crashed into the landscape and the PAC

None of the above incidents required any corrective action on the College.

5. Herb reported on Districtwide Emergency Preparedness:
  - He is looking into buying some radios for the college's building monitors.
  - Herb will send catalogs to Darlene to use for purchasing emergency food items, to start building an inventory of supplies.
  - The classroom emergency communication system project is in progress. The District will issue a request for proposals in the next few weeks.
6. Darlene will purchase emergency food supplies based on information that Herb will provide.
7. Tom will send out an email to all college employees to ask for volunteers to become building monitors. The email will indicate that training will be provided.

Meeting adjourned at 9:00 a.m.