

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	Student Rep *	Finy Prak *
Yvette Escobar (note taker)		

*-absent

MINUTES OF THE MEETING

Friday, February 2, 2018 @ 8 a.m.

Room SAB-211

1. Prior to agenda discussion, Ellen brought up concern of students encountering police staff being in the cadaver room without a reason for being there since there is no alarm in that room. Unclear if they were police officers or police aides. Tom expressed that this situation should have been reported to him as soon as possible. Ellen to find out if this is an ongoing problem and whether the police staff was police aids or police officers.

Mariles to add this to the next Safety meeting agenda.

2. The agenda was reviewed and approved by the committee.
3. The minutes of last month's meeting were reviewed and approved.
4. Drills – Tom Holt
 - a. Per Tom, there are no drills done in December or January. First drill will be Feb. 7th for Biology, PS, and HS. AA and Library will be in April. GEB will be in March.
5. Accident/Injury Report – Tom Holt
 - Student walking out of front door of Art Building was walking on the inside area of a “slight” slope area leading to stairs to the bottom of the quad. While walking on the inside area of the “slight” slope, she lost her footing, tripped, and fell twisting her ankle. Per Bruce it is a hill that comes down and has a slight slope to it. Tom stated that there was not anything in the report to indicate a hazard but he will go take a look at it to make sure there isn't a hazard.
 - Jason Berner incurred a fall, sustained ankle injury and required surgery. He refused medical help from police services. Per Tom, unless the injured person notifies police services that they sought medical care after the fact, there is no way of police services knowing this.

- Ellen inquired about information on the company nurse. Tom thinks he may have only sent it to the managers so he will resend email regarding company nurse to include all CCC staff.
 - Darlene stated that the bulletin board by the custodial building states that injury reports are mandatory. She reported that a custodial staff, Maria Martinez, fell due to rain. Maria refused care at the time of her injury and that Maria never called police services to report the accident. Darlene heard about it by word of mouth from the other custodial staff and that's how it got to police services. Tom to check to see if a report was made.
 - Mariles reported that Elizabeth Vega tripped and fell in parking lot. Her ankle was swollen and she was limping. Mariles knows about accident due to new process District wide. Per new process, calls made to the company nurse are now emailed to the department manager by CCCSIG. The manager then forwards the report/information to the supervisor.
6. Herb Lester to be removed from the Safety Committee calendar. Mariles not sure who will be serving in his capacity; will keep committee updated.
 7. Facilities/Construction – Bruce provided updated on current projects.
 - a. AA renovation going full speed ahead; should be ready by Fall semester
 - b. Boiler replaced in GA building
 - c. New Tuff shed in Art building in patio area for storage
 - d. Women's restroom in Art building renovated
 - e. Police services safety center going out for bid soon, target date for work to begin is April; looking at October/November finish date
 8. Renovation/Facilities/Construction Update – Mariles
 - a. After AA renovation is completed the folks in HS will move to AA
 - b. HS and LA will be demolished to make way for new science building
 - c. Target date for completion of new science building is 2021
 - d. New campus safety center to be finished by end of calendar year 2018
 - e. Next renovation to start in 2019 will be PE building, Gym, Gym Annex, men's and women's locker rooms
 - f. Still dealing with issues of current new buildings with contractors and complicated systems. Many players involved and they all have to work together to get systems running. If something goes wrong, all players need to come together to troubleshoot issues.
 9. Emergency Supplies – Tom Holt
 - a. Bleeding Kits: Tom trying to coordinate meeting with Officer Evan Pace and another officer to discuss bleeding kits that include tourniquets, bandages/gauze, scissors, etc. Tom needs to look into how this is going to be funded and getting approval from the chief. Estimated cost of each kit is \$450.00.

10. New Locking System – Tom Holt

- a. There will be a complete rekey of all of the campuses to have a consistent style door lock. The focus is to be able to lock the door from the inside with a button. There will be no keys involved; only police services will have keys. This project will start with the AA renovation.

11. Building Monitor Training – Tom Holt

- a. Two trainings completed, Bio and a Flex training
- b. Goal is to have these trainings by department, works out better
- c. Darlene expressed concern for having nighttime building monitors trained; Tom volunteered to do nighttime building monitor training

12. Bollards – Tom Holt

- a. In the process of writing up proposal for bollards
- b. Looking at getting 5 bollards by SSC where the brick and the cement stops and put some rocks up to prevent driving around into the vegetation
- c. Move planters over by the Library
- d. Fence will go up for LA demolition that will prevent driving through the area
- e. Up by the turn around by AA poles will be used on each side with a chain across to prevent entry; chains are more conducive and can be removed or dropped to allow access
- f. Possible use of signs that say no golf carts or vehicles posted at ramp going up to the AA; only persons driving through area are police services and DSPS
- g. Darlene voiced concern regarding leaving room for emergencies, Tom reassured her that there will be enough room to deal with emergencies.

13. Tom reported a lot more solo vehicle accidents due to marijuana use. Also with Fentanyl; Fentanyl is 50 more times more potent than heroin and should not be touched.

14. Emergency campus notification devices – Tom Holt

- a. Currently buttons don't work on these devices and people are pounding on them trying to get help. Signs should be put up to state buttons are not connected yet.

Meeting adjourned at 9:00 a.m.