

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 *
Brandy Howard	Yvette Escobar (note taker)	

*-absent

MINUTES OF THE MEETING

Friday, May 4, 2018 @ 8 a.m.

Room SAB-211

1. The agenda was reviewed and approved by the committee.
2. The minutes for April were not available.
3. Drills – Tom Holt

Two drills were done in HS building which were three minutes and fifty-eight seconds long and two drills were done in PS building which were three minutes and twelve seconds long. Tom stated that the time most likely reflected standard evacuations versus shelter in place. The library, AA, and GE buildings need make-up drills. Tom stated he has June and July to do the drills, the other options would be to do them in August and September.

4. Accident/Injury Report

Tom reported that on April 5, 2018 there was a pretty bad slip, trip, and fall.

5. Facilities / Construction

Bruce stated that the AA building is closed for the summer starting May 5, 2018. Also, the Speech and Math staff were moved to GEB and SAB. The Gateway staff will be moved to SAB-219 and the Middle College High School will be moving to SAB-106. The Nursing and Medical Assisting departments will be moved into the AA building towards the end of July. On July 9, 2018 the LA and HS buildings will be permanently closed. A fence will enclose the AA building and there will be a green mesh outside of the fence. No walkways will be affected by this enclosure. Brandy will do signage, decorate fence, and indicate “stairs open”.

Ellen reported that the science lab designs are ninety percent finalized.

Tom stated that on graduation day the campus will be locked down. He prefers all exterior doors be locked so all staff will need a card key to get into the

buildings. Also, the groundbreaking for the new police services offices in parking lot 4 is starting and the anticipated grand opening is October 2018.

Bruce there will be an 18-month renovation of the Athletics building and the tennis courts will be redone. This will turn the complex into a “multi-purpose” sports complex. The lockers will be in the portable buildings.

6. Districtwide Emergency Preparedness – Tom Holt

The District Office will be purchasing Bleeding Kits and AED’s. There will be Bleeding Kits for 20 officers and the estimated cost is \$100.00 each. For the AED’s the goal is to have one in every building.

Tom reported a problem with the emergency/speaker systems and buttons. Tom was told to contact Satish Warriar for a list of the emergency/speaker button locations if he needed that information.

There was a discussion around having safety meeting orientations every semester with all staff so that staff would be informed of resources and information available to them, for example the website “Haywire.com”. Brandy stated that September is Emergency Preparedness month and she may do emergency kits to hand out.

7. Other Business - Bollards

Tom stated he secured the funds to buy the bollards. The cost estimate is at \$800.00 apiece. He stated that fall down bollards are better but he is currently having some conflict with the bollards but that the placement for the bollards have already been identified. He also stated that there are now five bollards located by the SSC building.

Meeting adjourned at 9:00 a.m.