

CCC SAFETY COMMITTEE

Committee Members:

Mariles Magalong, chair
Jim Gardner
Miguel Johnson*
Brandy Howard (guest)

Ellen Coatney*
Luci Castruita
Finy Prak*

Bruce King
Tom Holt
Student Rep *

*-absent

MINUTES OF THE MEETING

Friday, October 5, 2018 @ 8 a.m.

Room SAB-211

1. The agenda was reviewed and approved by the committee.
2. The minutes for the September meeting was presented to the committee for review and approval.
3. Tom reported the following evacuation drills conducted:
 - On May 2, 2018 the HS building took 3 minutes and 58 seconds to evacuate; and the PS building took 3 minutes and 12 seconds to evacuate.
 - On September 5, 2018, the SAB, GA, and PAC had their drills, and it took 4 minutes, 2 minutes and 30 seconds, and 2 minutes respectively to evacuate.

On October 18, 2018 at 10:18 is the Great Shake-out, and Tom is planning to send an email announcement to the whole college about Shelter-in-Place. He will also send a regroup text message on October 18 with instructions on what to do in an earthquake, and how to prepare for one.

4. Tom also reported that there have been two slips, trips, and falls since May:
 - An employee bent to pick up a bag and hurt their back. This occurred on July 31, 2018.
 - A Police Aide was giving someone a ride on the golf cart, had to slam on the brakes, and both the Aide and the passenger were injured.

There is no action required of the college on the two incidents listed above.

5. Bruce made the following report on Facilities/Construction:
 - The Safety Center modulars will be delivered towards the end of October, and move-in to the new building is scheduled for December 2018.
 - The demolition of the HS and LA buildings will continue through early next year.
 - The abatement work in the PE/Athletics area has been done. The modulars for swing space will be installed by early next year.
 - The Prop 39 projects to replace the HVAC at the PAC and AT buildings is in progress.
 - The EV charging stations will be installed in Lot 10 before the end of March 2019.
 - The AA building is still being finished and punch list items being worked on. The Custodial Department spaces are not ready for occupancy yet.

6. The placement of the bollards will be discussed by Tom with the new College President.
7. On September 22, 2018, at about 2:00 a.m. there was a fire in the power closet in the AA building, room AA-121. The Contra Costa County Fire Department came and quickly extinguished the fire. The fire melted the battery box and inverter that powers the emergency lighting system for the building.

Meeting adjourned at 9:00 a.m.