

CCC SAFETY COMMITTEE

Committee Members:

Mariles Magalong, Chair
Jim Gardner
Bruce King
Finy Prak*
Yvette Escobar, note taker
*-absent

Luci Castruita*
Miguel Johnson*
Brandy Howard*
Student Rep (Vacant)

Ellen Coatney
Tom Holt*
Classified (Vacant)

MINUTES OF THE MEETING

November 2, 2018 @ 8 a.m.

Room SAB-211

1. Officer Eric Broussard attended in Tom's absence.
2. The agenda was reviewed and approved by the committee.
3. The minutes from the October meeting were presented to the committee and approved.
4. On October 18, 2018 at 10:18 am was the Great Shake-Out. Tom sent an email announcement to the whole college about Shelter-in-Place in case of an earthquake. He also sent a Regroup text message for participants with instructions on how to prepare and what to do in case of an earthquake.

Officer Broussard reported that there was a Shelter-in-Place drill on October 3, 2018 at the SSC, CTC, and Automotive buildings. Also, there is an upcoming Shelter-in-Place drill planned for Art and Music on November 7, 2018.

Jim stated that the October 3, 2018 Shelter-in-Place drill was misinterpreted by his students as a fire drill and everyone walked out of the building instead of taking shelter in place. Jim suggested that having a speaker announcement when the drill is taking place versus sending an email prior to the event would be a more effective way to communicate whether a drill is a fire or Shelter-in-Place drill.

Per Officer Broussard, for the most part everyone followed instructions except for some participants who did not remove themselves from view from the little window in the door. In the case of an active shooter event it is important to remove yourself from view so in case of an active shooter scenario the shooter will assume no one is in the room and pass it by.

On Thursday November 1, 2018, there was an impromptu fire drill. Per Officer Broussard, someone activated the fire alarm in the GE building on the second floor. Unfortunately, it was a

false alarm but the building was evacuated as per protocol and the alarm was quickly deactivated.

5. Officer Broussard reported on injuries/accidents since October:

On October 9, 2018 a student slipped on recently mopped floor in the Aqua Terra. The student's mother drove her to the hospital. Mariles will follow up with instructor, Elizabeth Schwartz, regarding the accident.

On October 26, 2018, Jackie Smith, a custodian, slipped and fell as she was walking in Lot 10. Jackie stated that she simply slipped and fell and that nothing had caused her to slip.

On either October 31 or November 1, 2018, a coach fell in the football field. The person did not seek medical attention but was treated by the college Athletic trainer.

6. Bruce reported on facilities/construction:

The new police services building is now in place, with move-in date to be in January 2019.

The LA building is being demolished, to be completed in December. The site work to bring in the utilities will follow, then actual construction is scheduled to begin in August 2019.

PE/Athletics renovation is moving forward. The tennis courts will be resurfaced, and striped for four different sports - tennis, volleyball, badminton, and basketball. Modular buildings will be installed next to the handball courts as the swing spaces for the women and men's locker rooms.

PAC and Automotive HVAC upgrade should be completed before March.

Proposition 39 funds are also used for the swapping of old lighting to LED lighting for Music, Art, Childcare center, and the PAC.

7. District Wide Emergency Preparedness tabled for next meeting. Currently there is still no risk manager at the District office and Brandy not present to give latest District wide updates.

8. There was a discussion around emergency food storage locations on the campus. Ellen stated that there will be an emergency food storage closet in the new science building. Mariles to look into adding food storage closets for emergencies. Bruce inquired about how many of these food closets there should be on campus. Jim stated that these closets should also include such items as batteries. Mariles stated that there would be costs associated with replenishing these supplies.

9. Campus notification device, bollard, and MRE's tabled for next meeting.

Meeting adjourned at 8:40 a.m.