

CONTRA COSTA COLLEGE
SAFETY COMMITTEE
Friday, February 01, 2019
8:00 a.m. – 9:00 a.m., Room SAB-211

Minutes

Committee Members: Mariles Magalong (chair), Jim Gardner, Bruce King, Finy Prak, Luci Castruita, Miguel Johnson, Brandy Howard, Ellen Coatney, Tom Holt, 1 Classified vacant

Present: Mariles Magalong, Jim Gardner, Bruce King, Tom Holt, Luci Castruita, Ellen Coatney

Meeting began at 8:01 a.m.

1. Re-stripping Parking Lines on Mission Bell Drive – Jim Gardner
The suggested action items are to restripe Mission Bell Drive and request a speed limit trailer from the county.

It was proposed to install speed bumps on Mission Bell Drive, after cost estimates are obtained.

2. Status Reports on injuries, accidents, facilities updates and Districtwide emergency preparedness

Police Services- Lt. Tom Holt reported the following:

- On Dec 4th a student was running through the building in SSC and hit his head on the glass door.
- An instructor fell over her purse and hit her head on the table.
- A student tried to sit on a chair with wheels, it rolled out and the student fell.
- A student hit her eye on a microscope and panicked.

The next scheduled shelter in place drill and an evacuation drill is on March 6th.

Emergency food cabinets are being reviewed and replenished.

Bruce King reported the following:

- The new science building project is moving along, the demolition of the old buildings is almost complete.
- The Campus Safety Center has a new sign installed. The new transformer that will power the building will take about 4 to 6 weeks to order parts and for installation.
- The PE/K project has started pre-installation of utilities and will be bringing in modular rooms as temporary swing space by April or May.
- The chiller and boiler in the Knox Performing Arts Center will be replaced.
- The Automotive Building will have three AC units to be installed.
- Parking lot 9 will have 6 electric vehicle charging stations.
- The door locks and card access in the AA building will take about 3-4 weeks to complete.

Mariles Magalong reported the asbestos survey will be sent via email to all employees and text messages will be sent to all students per the request of ASU Leadership. The notices will be posted on our campus boards, ASU and in the cafeteria.

Denise Schreiner, CCCSIG representative, reported that the most common mid-year reports are on slips, trips and falls. She advised that the campus send a report regarding all facilities maintenance or repairs to employees to minimize injuries.

Tom Holt reported that better locations need to be identified for emergency food storage. The emergency notification devices are working with some minor disruptions, but users should be advised not to use this service as a replacement for the use of 9-1-1.

Meeting ended at 9:06 a.m.

DRAFT