



CONTRA COSTA COLLEGE Safety Committee

Date: NOV 3, 2022 (every 1st Thursday of the Month) **Time:** 8:00 a.m. – 9:00 a.m.
Location: ZOOM <https://4cd.zoom.us/j/87644830824> Meeting ID: 876 4483 0824
[Committee Charge and prior meeting agendas and minutes](#)

Voting Members

Chairperson: Bruce King
Managers: Lt. Charles Hankins, Nick Dimitri, William Tandongfor
Faculty: Ellen Coatney, Natasha Lockett, Ruth Gorman, Thuy Dang, Carlos Manuel Chavarria
Classified: Brian Williams*
Students: vacant
Representatives: Finy Prak (MCHS Principal)*, Michael Griffith (CCCSIG Rep)*, Jerry Johnson (CCCCD Risk Manager)*
 Absent*

Guest: Aaron Bates, Christina Craig-Chardon

Meeting Minutes

Meeting called to order at 8:04 AM

Agenda Items	Meeting Minutes	Follow-up/Task
I. Approval of Current Agenda	Approved by committee.	
II. Approval of October 6, 2022 minutes	Approved by committee.	
III. Public Comment (2 minutes each)	None.	
IV. Standing Items:	a. Accident/Injury and Incident Report In the GYM, a volleyball pole was not secured and injured an employee which was sent to the hospital.	

	<p>Fire at former Vista High School was started by transient living in the vacant facility. No injuries were reported. The campus closed that morning until 4pm due to smoke entering the HVAC systems throughout campus.</p>	
	<p>b. Evacuation Reports Science Building will be on the evacuation testing schedule in November. See links below. <u>Police Services Resources and Information</u> <u>Emergency Operations Plan</u> <u>District Emergency Procedures Flipchart</u></p> <p>Based on last evacuation tests, a retraining for building monitors is necessary. The building monitors are managers or classified technicians in the lab areas. The list of building monitors will be reviewed and revised if necessary.</p>	
	<p>c. Facilities/Construction Science Building has been completed according to plan, however there are additional punch list items that are incomplete.</p> <p>The demolition of the Biology and Physical Science Buildings is complete. The hydroseeding was completed in time for the rain to begin the germination process. A five-foot high fence will be installed to detour the community walking on a known pathway that is not ADA compliant.</p> <p>Parking lots 12 and 13 will remain open.</p> <p>New directional signs have been installed around campus.</p> <p>The City of Richmond is funding a cleanup of Rheem Creek.</p>	

	<p>d. CCCSIG Not in Attendance.</p>	
<p>VI. Science Building Safety Procedures</p>	<p>Dean Rene Sporer is working on getting an emergency plan sent to faculty.</p>	
<p>VII. AED & CPR Training</p>	<p>The County EMS Specialist will have a free training for anyone interested. Proposed for Spring Flex week, and multiple sessions for all to have time to attend.</p>	<p>Safety procedure for chemical shut off before evacuation is scheduled.</p>
<p>X. Review/Set Committee Goals for Fiscal Year 2022/2023</p>	<p>Make suggestions per the needs of each division, as usual.</p> <p>William suggested to have AED training is necessary for the entire campus.</p> <p>Carlos suggested to have CPR training for faculty and staff. Also include fire extinguisher training.</p> <p>Mike Griffith CPR and AED outsourced by American Red Cross. Nick CERT training offered by Police Services historically.</p> <p>Ellen stated that Nursing used to provide AED training for flex-week.</p>	<p>Goals for Operations:</p> <p>Goal 1 (draft): Conduct walk thru of campus for safety hazards, such as lighting, signage, structural damages, etc.</p> <p>Goal 2: Schedule training for use of AEDs, fire extinguishers, and possible CERT training for employees.</p>
<p>V. Adjournment</p>	<p>Meeting adjourned at 8:41 AM</p> <p>Next meeting is Thursday, December 1st at 8:00 a.m.</p>	