

Meeting Minutes

Date: December 3, 2024 (every 1st Tuesday of the Month)

Time: 8:00 am - 9:00 am

Location: SAB 211 Zoom: https://4cd.zoom.us/j/87153959380

Meeting ID: 871 5395 9380 Passcode: 404986

Voting Members

Chairperson: Robert Bagany

Managers: Nick Dimitri, Lt. Charles Hankins

Faculty: Ellen Coatney, Natasha Lockett, Ruth Gorman, Thuy Dang

Classified: Vacant

Students: Pamela Fuentes, Max Stemmle

Representatives: Finy Prak (MCHS Principal), Michael Griffith (CCCSIG Rep), Jerry Johnson (CCCCD Risk Manager)

Non-Voting Members

Managers:

Present:

Zoom: Ruth Gorman, Robert Bagany, Thuy Dang, Nick Dimitri, Lt. Charles Hankins

Called to order at 8:08a.m.

Item		Outcome/Decisions	Action Items
I.	Welcome and Introductions		N/A
II.	Review Current Agenda		N/A
III.	Public Comments /Announcements (2 minutes each)	No Public comment.	Informational/Discussion
IV.	Standing Items	A. Accident/Injury and Incident Reports – Lt. Hankins No update. Nor accidents, injuries, or incidents to report.	Informational/Discussion
		B. Evacuation Reports – Lt. Hankins Will begin evacuation drills in the upcoming calendar year (JanDec.). Early Learning Center is currently the only building on a continual schedule.	
		C. Facilities and Construction – Robert Bagany Electrical replacements are taking place in the gym which will affect users for 1-2 days. Pool boilers will be refurbished. No set date currently. Cafeteria Equipment is having minor issues. Maintenance is working on repairs.	
V.	Action Items/Discussions	 A. Building Monitors: Managers are responsible for sharing name changes for building monitors. Safety committee updates the list. B. Safety Manuals to New Users: Safety manuals will be supplied. C. Procedure: Draft procedure and send through safety committee for approval. Lt. Hankins recommends posting the procedure inside elevator. D. Building Monitor Training Dates: Tabled. 	

	E. Safety Supplies: Will order supplies for each safety monitor bag. New radios have been ordered and will be distributed.	
	Ruth Gorman suggested doing a campus safety check walk through during the daytime to spot any safety issues (trip hazards, etc.).	
VI. Adjournment – Future Meetings on Tuesdays:	Meeting adjourned at 8:44a.m.	
2/4/25, 3/4/25, 4/1/25, 5/6/25	Next meeting Tuesday, February 4, 2025 at 8:00 a.m.	