

 CONTRA COSTA COLLEGE
Safety Committee
Meeting Minutes

Date: November 4, 2025 (every 1st Tuesday of the Month)

Time: 8:00 am – 9:00 am

Location: SAB 211 **Zoom:** <https://4cd.zoom.us/j/5638713171>

Meeting ID: 563 871 3171 **Passcode:** FMPWEB

Voting Members

Chairperson: Victoria Menzies

Managers: Nick Dimitri, Robert Bagany

Faculty: Natasha Lockett, 1 *Vacant*

Classified: Nikolai Hansen, 1 *Vacant*

Students: Vacant

Representatives: Michael Griffith (CCCSIG Rep), Dan Cueva (CCCCD Risk Manager)

Non-Voting Members

Managers: Lt. Charles Hankins

Present: Victoria Menzies, Noel Muniz, Lt. Charles Hankins, Nick Dimitri, Maya Jenkins

Zoom: Dan Cueva, Jackie Ore', Robert Bagany

Called to order at 8:02 a.m.

Item	Outcome/Decisions	Action Items
I. Welcome and Introductions		
II. Review Current Agenda	No changes made.	No action required
III. Public Comments /Announcements (2 minutes each)	No public comment.	Informational/Discussion
IV. Review October 7, 2025 Minutes	No changes made.	No action required
Discussion/Information Item		
V. Building Monitor Training: Fall and Spring	The Safety Committee meeting discussed scheduling building monitor training, which was set for December 2nd from 9-10am in Fireside Hall.	Send training notification to building monitors and managers
VI. Standing Items A. Accident/Injury and Incident Reports – Lt. Hankins B. Evacuation Reports – Lt. Hankins C. Custodial Report – Noel Muniz D. Facilities and Construction – Robert Bagany E. Risk Management Report – Dan Cueva F. CCSIG Report – Michael Griffith	A. Accident/Injury Reports: No slips, trips, or falls in October. One custodian sustained a broken finger. B. Evacuation Drills: Monthly drills continue at the Early Learning Center. Campus-wide drills to follow after December training. C. Custodial Report: Staffing shortages persist. Plans for deep cleaning of the culinary kitchen and bakery using contractors and overtime. D. Facilities/Construction Updates: - Repairs to water leak near GE pedestrian bridge. - Sidewalk repairs between Lots 5 & 6 (mid-December) includes tree removal and repaving.	* Noel/Robert: Get catering schedule from Culinary Academy to coordinate custodial cleaning when kitchen is unoccupied. * Robert/Noel: Schedule deep cleaning of culinary kitchen and bakery on overtime. * Robert: Get paving contractor to submit quote for repaving parking lots 5 and 6 in addition to sidewalk repair. * Robert: Coordinate with paving and tree contractors for sidewalk repair project between Lot 5 and 6, scheduled for mid-December. * Robert: Work on lighting solution along fence between Gym Annex and Knox Center.

	• Lighting improvements in progress along the Gym Annex–Knox Center fence line. E. Risk Management Report (Dan Cueva): • Few standard worker’s comp cases. • Seeking light-duty work opportunities for employees on restricted duty. • CPR training offered by AMR via CCCSIG – proposed for late February 2026 (targeting Feb. 24). • Will confirm date and budget allocations. F. No Update, Michael Griffith not present.	* Dan: Email Mike Griffin about scheduling CPR training for late February. * Dan: Sort through budget and figure out safety fund allocation, including reimbursements from CSIG.
VII. Adjournment:	Meeting adjourned at 8:36 a.m. The next meeting scheduled for December 2, 2025 at 8:00 a.m.	No action required.