

 **CONTRA COSTA COLLEGE**
Safety Committee
Meeting Minutes

Date: December 2, 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, Robert Bagany, Nick Dimitry, Finy Prak, Moises Urbina

Zoom:

Called to order at 8:03 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 November 4, 2025 Minutes	Tabled due to no quorum.	No action required
Discussion/Information Item		
V. 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	<p>The meeting could not proceed as planned due to a lack of quorum, and it was decided to hold an informational meeting instead. The minutes from the November meeting were reviewed but were tabled until the next meeting scheduled for February due to lack of quorum.</p> <p>Mark inquired about the need for a special meeting, and it was noted that Dan was supposed to reach out to CSIG regarding training for CPR and EVAC chairs for the spring meeting, but no updates were available.</p>	
VI. Building Monitor Training	<p>The safety meeting focused on reviewing and updating building evacuation plans, identifying safety monitors, and planning training sessions. Attendees discussed the need for more safety monitors, particularly those who work remotely, and agreed to hold training sessions twice a year. They also reviewed the current evacuation map and discussed potential improvements, including adding more specific evacuation zones. The conversation ended with plans to hold a more comprehensive safety training session</p>	

	in the spring, where participants will bring their safety equipment bags for inspection and training.	
VII. Adjournment:	Meeting adjourned at 9:06 a.m. The next meeting scheduled for February 3, 2025 at 8:00 a.m.	No action required.