



CONTRA COSTA COLLEGE Safety Committee

Date: OCT 6, 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 Prank (MCHS Principal), Michael Griffith (CCCSIG Rep), Jerry Johnson (CCCCD Risk Manager)

In Attendance: Bruce King, Lt. Charles Hankins, Nick Dimitri, William Tandongfor, Ellen Coatney, Thuy Dang, Carlos Manuel Chavarria,
 Michael Griffith

Guest: Adam Del Castillo, Arzu Smith

Meeting Minutes

Meeting called to order at 8:03 AM

Agenda Items	Meeting Minutes	Follow-up/Task
I. Welcome and Introductions		
II. Approval of Current Agenda	None.	
III. Approval of the May 2, 2022	Ellen motioned to approve the minutes, and the committee unanimously approved.	

<p>IV. Public Comment (2 minutes each)</p>	<p>None.</p>	
<p>V. Standing Items:</p>	<p>a. Accident/Injury and Incident Report There was an accident in the Locker Room bathroom some wood fell. The construction staff came to affix the sink</p> <p>There was an accident at the Early Learning Center a child fell off the play structure. But nothing structural or</p> <p>No slips, trips and falls to report.</p>	
	<p>b. Evacuation Reports AA building evacuation went well. Everyone evacuated the building under 10 minutes. Improvements will be training with the building monitors how to help clear the building.</p> <p>SCI building evacuation is scheduled for November.</p>	
	<p>c. Facilities/Construction Demolition of Biology and Physical Science Building has completed. On October 17th, the hydro seeding on the lawn areas near the site and wood fencing will be installed to prevent traffic in the area until the project is completed for safety reasons.</p> <p>The completion of the Science Building is still ongoing with a punch list of items for Critical Solutions.</p> <p>Baseball bleachers renovation includes adding redwood for stability and retouching in time for Baseball season.</p> <p>EV Stations planned to being replaced after vandalism happened in parking lot 9.</p>	

	<p>d. CCCSIG</p> <p>Mike Griffith is the new Health and Safety Services Manager with CCCSIG, Mathew Stanford is the specialist for ergonomic evaluations.</p> <p>More in-person services like ergonomic and trainings are available.</p> <p>Countywide Health and Safety Coordinator Meeting on Oct 19th, a District representative has registered for the meeting as part of an incentive program.</p> <p>Reported incidents of things falling off desks, falling sinks, or items falling on folks. Non were considered serious injuries. No identifiable trends, nothing to be corrected from the campus.</p> <p>1st week of October, a fitness challenge called Walktober is a free online fitness tracker, and you can compete with teams within the district. You can track daily activity, nutrition tracking, yoga etc. A raffle price will be given to someone at the end of the challenge. www.CCCSIG.org for more information.</p> <p>Shoes for Crews and Sketchers are available for a discount for slip resistant shoes or a reimbursement request maybe submitted for approval.</p>	
<p>VI. Action Items - None</p>		
<p>VII. Safety Procedures for New Science Building</p>	<p>The hood training has been rescheduled.</p> <p>The revised evacuation pathways are posted in the building.</p>	<p>Safety procedure for chemical shut off before evacuation is scheduled.</p>

<p>VIII. Knox Performing Arts Center Emergency Exits</p>	<p>The emergency exits in the Knox Center leads to the outside of the building. To the left-hand side of the stage are emergency doors is a very narrow alley that leads to Castro Street.</p> <p>Courtney Carson will have to unlock the chain link fence when there an emergency. Request to install a “crash bar door” for that area.</p> <p>There is no safety around that area due to more homeless community staying that alleyway. During shows Courtney must have those doors opened in case of an emergency.</p>	<p>Bruce and LT. Hankins will review the location and bring back more information.</p>
<p>IX. Review Committee Charge, Membership and Voting Guidelines</p>	<p>The Charge/ Purpose will remain the same due to no changes from the committee.</p> <p>Historically, it was considered to invite at least one faculty from each Division. Faculty will need to connect with Gabriela Segade, Academic Senate, to get approval to join the committee as a member.</p> <p>Sustainability and safety to merge with Operations. Faculty are unable to meet with the date and time of the Operations meeting 2nd Wednesday of the month from 2:00 pm – 4:00 pm. Resource managers would have to attend 2 separate meetings. William agrees to merge the meetings due to the 2 hours for Operations is enough time to discuss the issues of 3 committees. Thuy recommends changing the date and time of the Operations committee if merging all 3 committees.</p> <p>Voting Guidelines will be changed to “this committee makes recommendations to the Operations committee.”</p>	<p>Check with Gabriela Segade to get 1 faculty from each division.</p> <p>Arzu will bring the meeting merge suggestions to the Operations committee for recommendation.</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 8:30 AM</p> <p>Next meeting is Thursday, September 1, 2022 at 8:00 AM</p>	