

## **CCC SAFETY COMMITTEE**

### **Committee Members:**

Mariles Magalong, chair  
Jim Gardner  
Tom Holt  
Lucille Castruita

Herb Lester  
Saul Jones  
Darlene Poe  
Student rep\*

Ellen Coatney  
Bruce King  
Brian Williams  
Anne Shin\*

\*-absent

## **MINUTES OF THE MEETING**

Friday, November 6, 2015 @ 8 a.m.

Room AA-216

1. The minutes from last meeting will be prepared and submitting next Safety meeting for review by the committee.
2. Darlene reported on the Emergency supplies. The budget for the food supplies is \$2,000. It has been approved by the committee that Darlene will purchase what we need this current school year and will do some more research for the following school year and possibly collaborate with sister colleges to get better prices on bulk orders.
3. Tom Holt reported that there is a District Issue in regards to the Key Inventory. Mike Sandholm was injured and is currently on light duty. An online tracking system at the District portal has been installed and a database will be created for online access.

Evacuation drills were conducted on October 8, 2015 as scheduled: SSC was completed within 2 minutes and 58 seconds and Automotive and CTC were both completed within 2 minutes and 12 seconds.

One accident was reported. A kid tripped on the stairs in the Biology department.

A flier was sent out in regards to what to do during the California Shake-out. An ADA compliance flier was also created by Sue Abe. A Great Shake-out is a good opportunity to test communications. A more extensive drill will be provided next year.

4. Bruce reported on the ongoing Facilities/Construction projects:
  - Walkabout will be conducted on November 18, 2015 by managers to walk different zones to test for safety.
  - Working on putting a new electrical conduit for external lighting.
  - Waiting for DSA approval on putting 6 automated doors in different buildings for ADA access.
  - Installing new boiler in the Men's locker room.

- Will be working on Stage rigging at PAC this December, 2015.
- New College Center – Finishing up the landscaping in the parking lot.
- Dead and leaning trees will be removed first week of December, 2015.
- Chiller in AA building has bad bearings and will be working on getting pilot repaired.

It was suggested that advertising the actual opening of the New College Center might be a good idea to increase enrollments. This task will be given to the new Marketing Director that CCC plans to hire by the end of November, 2015.

5. Herb Lester reported that the AED's will be listed as part of the national AED registry. The District will be responsible for the implementation of the AEDs however it will be the responsibility of the campus to maintain it until further notice. Nursing department would like flex credit for AED training. It was established that CPR training is conducted by EMED. It was recommended to bring back CERT teams to be trained on AEDs. It was suggested to include AEDs in Google maps. County Emergency Services will donate AEDs.
6. Other Business:

Google will be invited back to the campus to help develop the new app when the New College Center has been completed.

Meeting adjourned at 8:51 a.m.