

Safety Committee Notes

Thursday, March 16, 2022, 3:00 – 4:30 pm via ZOOM

Join Zoom Meeting – <https://4cd.zoom.us/j/5244234068> | Meeting ID: 524 423 4068 | Phone: 1 (669) 900 6833

Members (15): Carlos Montoya (Chair), Ryan Huddleston, Robert Estrada, Angela Fantuzzi, Michael Schenone, Virginia Richards, Richard Villegas, Victor Coronado, Derek Domenichelli, Lucy Snow, Penny Wilkins (new member), Sandra Mills, Eloine Chapman, Lawrence Punsalang, Lisa Avery

Attendees (10): Carlos Montoya (Chair), Ryan Huddleston, Robert Estrada, Angela Fantuzzi, Michael Schenone, Victor Coronado, Penny Wilkins (new member), Sandra Mills, Eloine Chapman, Lawrence Punsalang, David Valencia (Guest)

Note taker: Mika Sugahara

Item #	Topic/Activity	Lead	Handouts Reference Materials	Outcome
1.	Public Comment (limited to 2-3 minutes)	C. Montoya		No Public Comment shared
2.	Review: Agenda for March 16, 2023 Review: Notes for February 16, 2023	C. Montoya	http://www.losmedanos.edu/safety/committee.asp	Agenda Items #3. “Emergency Equipment” and #6. “Fire Alarm process improvement” will be discussed first. Reviewed Notes from previous meeting on February 16, 2023.
3.	Standing Items			
	<ul style="list-style-type: none"> Review: Membership 	C. Montoya	http://www.losmedanos.edu/safety/committee.asp	Welcome a new member, Penny Wilkins (Academic Senate). It was confirmed we have one representative from Police Services. Carlos. M reminded us this committee is an Operational group and we meet through the summer / non-semester time too. Follow-up with Mark. L / Abbey to share updates on Academic Senate representative membership. John Atoche, new Vice President of LMCAS, contacted and will update us with assigned student member.
	<ul style="list-style-type: none"> Safety Monitor Plan 	C. Montoya		Since the last meeting, the work was focused on campus maps updates.
	<ul style="list-style-type: none"> Emergency Equipment 	R. Huddleston		(This will be a standing item until we purchase new equipment bags.) We proceed to purchase proposed new emergency equipment bags and a few more safety equipment that are recommended. Radios, push to talk speakers will not include in the bag. Previously distributed old bags are to be removed once new bags arrive.
4.	Old Business			
5a	<ul style="list-style-type: none"> Review campus maps of Brentwood and Pittsburg. 	M. Schenone	https://www.losmedanos.edu/safety/comresources.aspx	David. V shared the Brentwood maps were updated and posted on web page. The Pittsburg maps of College Complex (with more details) are in progress of reflecting Vo Tech and workforce development area’s recent remodels. Finalized maps will be printed and included in those emergency bags.
5b	<ul style="list-style-type: none"> Safety App, Campus Shield 	E. Chapman / Chief Carney	https://www.dvc.edu/about/safety/communications.html https://campusshield.org/	Carlos. M and Eloine shared updates on Safety App & Campus Shield. <ul style="list-style-type: none"> Safety App, a wider test is needed in coordination with the campus police. Chief Carney to address the setup of the app and the panic buttons.

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				<ul style="list-style-type: none"> Other potential resources to provide through campus shield app. - link to the Police Services website - Timely care - Basic needs web page
6.	New Business			
	<ul style="list-style-type: none"> Fire Alarm process improvement 	S. Mills / R. Huddleston		<p>Fire Alarm process improvement discussion has started to make sure people on the Safety Monitor Plan can direct other people correctly. A flip chart and an emergency one pager laminated will be placed in all the classrooms as well as print out references.</p> <p>For emergency communication, we have various tools to layer in. We have the Safety Monitor Plan, the Campus Shield – Safety App as well as TV monitors as our signage system, which are all work in progress towards implementation.</p>
7.	Future Topics			
	<ul style="list-style-type: none"> Campus TV Monitors Emergency Alert System Overview 	E. Chapman		<p>Hardware upgrade is approved and need to follow-up on its PO. And its software service needs upgrade to the latest version. Also, the Regroup alert messaging system would need to be migrated to the new cloud platform for Carousel (District estimated it late spring).</p>
8.	Updates & Announcements/ Report Outs – Key Takeaways.	All		<ul style="list-style-type: none"> Membership – follow-up on Academic Senate members. Emergency Equipment bags and other safety equipment to be purchased. Work to be continued on the Flip chart and an Emergency one pager. Campus Evacuation maps updates were shared. Discussed on Safety App / CampusShield setup as well as campus TV monitors and alert system. Brentwood – concrete site lifting work progress updated.
	Adjourn Meeting			At 3:58 pm
NEXT MEETING: April 20, 2023, 3:00pm				

**List the intended outcome for each agenda item as “Information,” “Discussion,” and/or “Action.” †If there is a related document being reviewed, indicate “first read” or “second read.*