

LOS MEDANOS  
COLLEGE

**Safety Committee**  
**MINUTES- Draft**

Thursday, March 22, 2018  
3:00 PM – 4:30 PM- MA1-142

Item #	<i>Topic/Activity</i>	<i>Lead</i>	<i>Handouts/ Reference Materials</i>	<i>Outcome*</i>
	<p><i>Members present: Victor Coronado, Juliana Curtis, Derek Domenichelli, Bob Estrada, Russ Holt, Michael Hotton, Kathryn Nielsen, Melissa Pon, Carole Rogers, Chad Wehrmeister</i></p> <p><i>Admin Support: Clarissa Cadena</i></p>			
1.	<p><b>Public Comment</b> (<i>limited to 2-3 minutes</i>)</p> <p>John Nguyen from LMCAS wanted to invite committee member for “A Place to Talk” meeting on Wednesday, April 11 from 2-3pm in Office of Student Life. Will discuss student concerns on shootings, device for locking doors, lighting, emergency lights around the campus. C. Wehrmeister and M. Hotton will attend and provide updates on new app for contacting local PD, as well as activation button, lock project.</p> <p>DVC had a semi specific graffiti threat, so the Chancellor took precaution to shut the campus down.</p>	Holt		Information
2.	<p><b>Approve: Agenda for March 22, 2018- M/S/A</b></p> <p><b>Review/Approve: Minutes from: February 22, 2018 M/S/A</b></p> <p style="text-align: center;"><b>May 18, 2017 M/S/A</b></p>	Holt	<a href="http://www.losmedanos.edu/safety/committee.asp">http://www.losmedanos.edu/safety/committee.asp</a>	Action Action Action
3.	<b>Old Business</b> ( <i>items previously appearing on agenda</i> )			
	<p>2a</p> <ul style="list-style-type: none"> <li>● <b>Emergency Equipment and Supply</b> -</li> </ul> <p>Chad informed group that on 2<sup>nd</sup> departmental walk through day they look at bags. Inventory list will be sent to committee members. Police Services will be checking on the inventory and add to their checklist.</p>	Holt		Discussion
4.	<b>New Business</b> ( <i>New items on agenda</i> )			
	<p>3a</p> <p>3b</p> <ul style="list-style-type: none"> <li>● <b>Safety Monitors: Roles and Expectations-</b> not reviewed</li> <li>● <b>“A Place to Talk”- Report back-</b> Emergency and safety call centers were mentioned. Students shared they would like to see more campus security presence around the campus. One student mentioned they would like more campus escort sensitivity when an escort is requested.</li> </ul>	Estrada Pon		Information/ Discussion

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		<ul style="list-style-type: none"> <li>• Student expressed interest in having another event like “Pizza With a Cop” so that students can bring forward their concerns. Also in the situation of a shooting, develop a safety plan.</li> <li>• M. Hotton provided they want to host these events for students to discuss concerns and bring suggestions every semester.</li> <li>• C. Wehrmeister stated they will schedule a couple of blocks to do trainings for students.</li> <li>• M. Pon also mentioned that Math Dept. has safety monitors, and Abbey and Julio would like stronger communication with Safety Committee.</li> </ul>			
5.	<b>Standing Items (Updates)</b>				
4a	<ul style="list-style-type: none"> <li>• <b>Safety Training Subcommittee:</b> <ul style="list-style-type: none"> <li>▪ <b>Safety Training Schedule:</b> <ul style="list-style-type: none"> <li>• C. Wehrmeister provided they will continue to roll out department trainings throughout the college, followed by a dept. walk through. Brentwood Center has follow up June 5<sup>th</sup>. The challenge is the follow up and challenges in individual working spaces.</li> <li>• Regarding push button notification project, it isn't live yet. Beta tested at DVC, showed 7-12 calls a day. The installation is done, except the Library. These systems are installed where there isn't a phone.</li> <li>• R. Holt suggested for teachers to talk about it first day of school.</li> <li>• M. Hotton provided these will not be installed outside.</li> </ul> </li> <li>▪ <b>Proposed Monitor Training Schedule:</b> <ul style="list-style-type: none"> <li>• Requested feedback on proposals of early March and early October for safety monitor training to review rules and expectations. Suggested 4 drills each year. 2 per semester, Student Services would be included in #4. New rooms would be included with Gym (and portables).</li> <li>• Before drill, we could discuss signage and points that can be planned for.</li> <li>• Active shooter training: C. Wehrmeister provided it is included in the department trainings. A drill would be more complex.</li> <li>• Upcoming drill with Nursing, Fire, and Police Services- Mass Casualty Incident. Everyone takes an active part as if it were real.</li> <li>• Childcare would get a specialized drill or walk-through and see how quick they could lock everything.</li> </ul> </li> </ul> </li> </ul>	Estrada/Mills	Handout at meeting	Information	
4b		Wehrmeister		Discussion	
4c					

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		<ul style="list-style-type: none"> <li>• Shelter in Place should be every other year. Drill could be done more frequently.</li> <li>• For safety monitor training- identify a date and bring back to committee. Need to update safety monitor flow chart first. Flex week could also be a good opportunity for the Safety Committee to provide information to the campus. Mass Casualty Incident will be a flex credit report.</li> <li>• <b>Online Resources Review</b> <ul style="list-style-type: none"> <li>• Safety Support Team – Managers need to look at this, Clarissa will update and post on webpage. Safety monitor training should apply to staff on first row of flow chart.</li> </ul> </li> <li>• <b>Other Updates: n/a</b></li> <li>• <b>Agenda Items for next meeting:</b> <ul style="list-style-type: none"> <li>○ Report an Accessibility Issue: Draft</li> <li>○ Expand number of emergency radios</li> <li>○ Accessibility when tabling, doors getting blocked</li> </ul> </li> </ul> <p style="text-align: right;">Meeting ended at 3:45</p>			Update
<p><b>NEXT MEETING:</b> Thursday, April 26, 2018; MA1-142, 3:00pm to 4:30pm Spring Schedule: May 24, 2018, June 28, 2018</p>					

*\*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."*