

LOS MEDANOS  
COLLEGE

**Safety Committee  
MINUTES**

Thursday, October 19, 2017  
3:00 PM – 4:30 PM, CORE CO-420

<i>Item #</i>	<i>Topic/Activity</i>	<i>Lead</i>	<i>Handouts /Reference Material</i>	<i>Outcome*</i>
<i>Roll</i>	<p><i>Members attended: Eloine Chapman, Juliana Curtis, Derek Domenichelli, Susie Hansen, Russ Holt, Mike Hotton, Sandra Mills, Melissa Pon, Alex Porter, Carole Rogers, Jocelyn Villalobos, Chad Wehrmeister</i></p> <p><i>Members absent: Barbara Cella, Bob Estrada, Sharen McLean, Kathryn Nielson, Dave Oleski, Lucy Snow, Richard Villegas</i></p> <p><i>Committee support: Clarissa Cadena</i></p>			
<b>1.</b>	<p><b>Public Comment</b> <i>(limited to 2-3 minutes)</i> Introduction of LMCAS Student Representatives, Jocelyn Villalobos and Jessica Wilson.</p> <p>Non Members attended: Victor Coronado, Teresa Ferguson, Herb Lester, Paul West</p>	N/A		Information
	<p><b>Approve: Agenda for October 19, 2017</b> No additional comments for today's agenda. Agenda was approved M/S/A</p> <p><b>Review/Approve: Minutes from May 18, 2017</b> Deferred- members will review and approve at next meeting.</p>	Porter		Action Action
<b>2.</b>	<b>Old Business</b> <i>(items previously appearing on agenda)</i>			
2	None at this time.			Information
<b>3.</b>	<b>New Business</b> <i>(New items on agenda)</i>			

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	<p>3a</p> <p>3b</p>	<ul style="list-style-type: none"> <li>• <b>The Great Shake Out 2017</b> Make it part of our safety practices, want to include in District safety program.</li> <li>• <b>Audit and Maintenance of Emergency Supplies</b> Suggestion to designate someone to ensure equipment is working, possibly on a monthly basis. If any issues found, bring to Safety Committee. C. Wehrmeister provided that during dept. walk-through and trainings he checks radios then. Currently supplies are not checked on a scheduled basis- can be done first Wednesday of every month or semester.</li> <li>• <b>Safety Training Available (CCSIG, Cal OSHA)</b> Can schedule time and location to bring trainings: CCSIG and Cal Osha required training (job specific), Keenan training e.g. sexual harassment. PG&amp;E also offers trainings. We can also hire outside vendors for trainings.</li> <li>• <b>Air Quality Issues</b> A.Porter inquired about feedback about the communication or other issues that the campus could have improved in getting the communication cycle out when the campuses were closed Oct. 12<sup>th</sup> due to poor air quality. Text messages were very effective with the student body, staff. M. Pon contributed that locations ran out of M95 masks, could be an item to add to emergency supplies. M. Hotton added that they also have those masks in Police Services but were also used up for personnel. Good idea to have these masks available to students and staff during these situations. Further discussion can be done as to which department will purchase and funding. Question brought about the decision to close the campuses, what can be learned for future incidents. Herb Lester provided that we were following what local districts were also doing. Decision to close was based on Bay Area Air Quality Management (BAAQM) reports. Athletics were informed on Wednesday to not allow practice.</li> <li>• <b>Committee Membership</b> There is currently no definitive language about membership. For the next meeting, think about and define membership for this committee and formalize for official voting membership.</li> </ul>	<p>Lester</p> <p>Lester</p> <p>Lester</p> <p>Porter</p>		<p>Information</p> <p>Discussion</p> <p>Information</p> <p>Information/ Discussion</p>
<p><b>4. Standing Items (Updates)</b></p>					
	<p>4a</p>	<ul style="list-style-type: none"> <li>• <b>Safety Training Subcommittee:</b> Safety Training Schedule This summer, Police Services did safety walk-throughs/trainings in DSPS, Financial Aid, Child Development, Welcome Center, Student Life, and a brief training with custodial and PE for October and November. There will be training for evacuation and active shooter training in Math and</li> </ul>	<p>Wehrmeister/Estrada/Mills</p> <p>Porter</p>		<p>Information Update</p>

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	4b	<p>Custodial in November, then Science, and try to add Library and Counseling. Concern with the amount of student groups that are being trained. Suggestion for a long safety monitor training for new members, about 7 or 8 new safety monitors to train would be worthwhile.</p> <ul style="list-style-type: none"> <li>• <b>Online Resources Review:</b></li> </ul>			
	4c	<p>Items on the website, will be reviewed at next meeting. Will be an Action item.</p> <ul style="list-style-type: none"> <li>• <b>Other Updates:</b> Campus Safety Items</li> </ul> <p>There was an armed robbery here on campus, student was followed on trail through the back of our lake and robbed at gun point. Message went out to the college community, which provided a few leads. This communication contributed to an arrest of a student responsible for two armed robberies at DVC. Reminder to be aware of your surroundings. We will continue to roll out safety messages, aimed at our student groups. There is a greater response from student groups to text messages. Big concern is with our local community that use our lake and trails for exercise.</p> <p>C. Wehrmeister provided we do have a number of cameras around the campus for surveillance. Goal: at next meeting bring proposed training plan (what is the training on). We want to be able to offer the resources.</p> <p>C. Wehrmeister suggested there be a nighttime safety inspection, November 6. Can be co-opted and come out of safety committee. Idea is to do a light inspection, seeing things at night that are missed during the day. Will need police representation, student body representation, DSPS for accessibility. Will send an email for volunteers to be a part of that group.</p> <p>Motion to adjourn: M/S/A.</p>			
<b>NEXT MEETING: November 30, 2017 in CO-420, 3:00pm- 4:30pm</b>					

*\*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."*

**2017 Safety Committee Meetings, 3:00 PM – 4:30 PM, CO-420:  
December 21, 2017- Canceled  
(Campus Closed)**