

LOS MEDANOS COLLEGE

Safety Committee MINUTES

Thursday, September 19, 2019
3:00 PM – 4:30 PM, Math Bldg., Rm. 142

Chair: Carlos Montoya

Members present: Victor Coronado, Robert Estrada, Susie Hansen, Michael Hotton, Sandra Mills, Melissa Pon, Richard Villegas

Guests present: Ed Carney, Abigail Duldulao, Angela Fantuzzi, Teresa Ferguson, Paul West, Clarissa Cadena (support)

<i>Item #</i>	<i>Topic/Activity</i>	<i>Lead</i>	<i>Handouts/ Reference Materials</i>	<i>Outcome*</i>
1.	Public Comment: Abigail Duldulao attended the meeting and wanted to comment that currently there is no representation for the Math Dept in the Safety Committee. Committee members informed her representation is appointed by Academic and Classified Senate, but the public is welcome to attend.	N/A		Information
2.	Approve: Agenda for September 19, 2019 Agenda Approval: motioned by Sandra Mills, seconded by Richard Villegas.	Montoya		Action
3.	Old Business (<i>items previously appearing on agenda</i>)			
3a	Safety Committee 2019-2020 Charges and Purpose Carlos informed the committee of Committee charges, as listed on the webpage. Committee approved the charges for 2019-2020: motioned by Sandra, seconded by Richard Villegas. Committee input included a review of signage and evacuation plan for the new P.E. Complex, as well as Evacuation chairs and Automated External Defibrillator's (AED). At the next meeting, committee will review evacuation plans.	Montoya		Action
4.	New Business (<i>New items on agenda</i>)			
4a.	Campus Safety Topics: CPR/ First Aid Classes, De-Escalation Training Melissa Pon expressed interest in bringing back a training that was done at LMC a few years ago for CPR training and first aid classes for free. Members discussed putting together a sub-committee to explore resources to bring such trainings to LMC at no expense to staff such as a 2hr training program offered by AMR for CPR, AED, stop-bleed kits. Melissa Pon, Michael Hotton, and Sandra Mills will coordinate to put this together. Ed Carney also stated that the Pulse Point mobile app allows you to locate the nearest AED. Jerry Johnson, Director of Risk Management will be invited to next meeting to discuss trainings provided by CCCSIG.	Pon		Discussion
4b.	Accreditation Draft Review- Standard III			

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	<p>Carlos reported we are doing a review for Accreditation in HR, Facilities, Finance, and IT, which includes Safety. He would like this group to review these standards at the next committee meeting.</p>	Montoya		Information
4c.	<p>Review Committee Membership and Vacancies Reviewed current members and discussed filling vacancies by going specifically to the committees that appoint members, such as LMCAS, Academic Senate, and Classified Senate. Will also need a member from the Brentwood Center.</p>	Montoya		Information /Discussion
4d.	<p>Committee Recommendation Carlos proposed that the Safety Committee be an operational committee which would allow more flexibility to address topics concerning the campus community as they arise. Members discussed some of the benefits and changes of moving towards an operational committee. Committee will vote in the next meeting and then bring results to SGC. No Action at this meeting.</p>	Montoya		Discussion /Action
5.	Standing Items (Updates)			
5a.	<p>Safety Training Subcommittee Mike Hotton provided that Campus Police has been successfully doing active shooter and evacuation trainings at various departments across campus including Admissions and Records, Financial Aid, Transfer Academy, to name a few. In the fall they have Bookstore and English. They do two visits per dept: Active Shooter which is about 90 minutes, and the evacuation training which is about 45 min. At that time they check safety bags and do radio checks. Email Mike Hotton for supply replenishments. They are open to requests to provide more trainings around LMC.</p>	Hotton		Information
5b.	<p>Online Resources Review Committee discussed online resources on the Safety Committee webpage. Mike informed the committee that police dispatch phone numbers are posted on the Campus Safety and Security webpage. Safety monitor flow chart needs to be updated- please send any changes/updates to Carlos. Will review at next committee meeting.</p>	All		Discussion

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		Meeting adjourned at 4:16pm			
NEXT MEETING: Thursday, October 17 th , 201; MA-142, 3:00pm to 4:30pm					

**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."*

2019 Safety Committee Meetings, 3:00 PM – 4:30 PM, MA-142:

November 21, 2019

December 19, 2019

DRAFT