



## Safety Committee Notes

Thursday, October 17<sup>th</sup>, 2024 3:00 PM – 4:30 PM- via Zoom

Join via Zoom <https://4cd.zoom.us/j/4288613703> | Meeting ID: 428 861 3703 | Phone: 1 (669) 900 6833

**Members (16):** Carlos Montoya (Chair), Eloine Chapman, Lawrence Punsalang, Lisa Avery, Penny Wilkins, Victor Coronado, Kurt Crowder, Robert Estrada, Angela Fantuzzi, Ginny Richards, Ryan Huddleston, Jarrod Holcombe, Zine Sandy, Marty Storti, Sandra Mills, Mat “Moots” Muterspaugh, Daniel Campos

**Attendees (14):** Carlos Montoya (Chair), Lawrence Punsalang, Lisa Avery, Penny Wilkins, Kurt Crowder, Robert Estrada, Angela Fantuzzi, Ginny Richards, Ryan Huddleston, Jarrod Holcombe, Zine Sandy, Marty Storti, Sandra Mills, Mat “Moots” Muterspaugh, Daniel Campos

Note taker: Mika Mobley

Item #	Topic/Activity	Lead	Handouts Reference Materials	Outcome
1.	<b>Public Comment</b> (limited to 2-3 minutes)	C. Montoya		Angela. F shared Child Care department participated in this year’s Great Shake Out. Carlos. M informed LMC plan to participate next year.
2.	<b>Review:</b> Review Agenda for Thursday October 17th 2024 Review Notes for Thursday September 19th 2024	C. Montoya	<a href="http://www.losmedanos.edu/safety/committee.asp">http://www.losmedanos.edu/safety/committee.asp</a>	Reviewed Agenda for October 17th 2024 – approved. Reviewed Notes from previous meeting on September 19th 2024 - approved.
3.	<b>Standing Items</b>			
	<ul style="list-style-type: none"> <li><b>Committee Membership Review – 2024 FALL</b></li> </ul>	C. Montoya	<a href="http://www.losmedanos.edu/safety/committee.asp">http://www.losmedanos.edu/safety/committee.asp</a>	<a href="http://www.losmedanos.edu/safety/committee.asp">http://www.losmedanos.edu/safety/committee.asp</a> Introduction of 2 new members joined <ul style="list-style-type: none"> <li>Matt “Moots” Muterspaugh, Brentwood Dean</li> <li>Daniel Campos, LMCAS Senator (new member 2024FALL)</li> </ul>
4.	<b>New Business</b>			
	<b>Sub-Committee Roles and Responsibilities</b> <b>Task Groups updates</b>			Carlos. M has provided clarification on each group tasks.
	a) Safety Monitor Plan & Campus Emergency Preparedness Procedures Review and Updates – Safety Monitor Plan checklist and training	<b>Bob</b>	Members: Penny Wilkins, Bob Estrada, Zine Sandy, Marty Storti, Sandra Mills, Daniel Campos <a href="#">LMCSST2024.10.01.pdf (losmedanos.edu)</a> <a href="#">Business Services Internal</a>	Ryan. H presented the draft Safety Checklist. Post the draft Safety Checklist on the Safety Share-point and get committee review comments and suggestions. Carlos. M and Jarrod. H updated on Radio system being evaluated – Currently total 75 is available - 30 for M&O, 15 for IT and 30 for Safety Monitors. Angela. F suggested of briefing video idea to be provided on Canvas. Moots suggested of short easy version of Check list to put in the Safety Kit. Bob. E suggested of 5 minutes / QR code at every School Opening Day to share the Safety Monitor Plan. Add Zine to Safety Monitor Plan – site E.
	b) Annual Emergency Preparedness Training - Fire Drill	<b>Jarrod</b>	Members: Lisa Avery, Angela Fantuzzi, Ryan Huddleston, Jarrod Holcombe, Mat “Moots” Muterspaugh	Jarrod. H mentioned plan of Safety Monitor Training on 11/7 and Brentwood Fire Drill on 11/14. It was also suggested to get feedback on the Safety Check List.



## Safety Committee Notes

Thursday, October 17<sup>th</sup>, 2024 3:00 PM – 4:30 PM- via Zoom

Join via Zoom <https://4cd.zoom.us/j/4288613703> | Meeting ID: 428 861 3703 | Phone: 1 (669) 900 6833

				Planning is in progress.
	c) Campus Shield, Maps and Signage Updates	Eloine	Members: Eloine Chapman, Lisa Avery Resource: David Valencia, Mika Mobley	To be updated in the next meeting.
	d) ADA and Campus Safety Barriers Removal	Ginny	Members: Lawrence Punsalang, Victor Coronado-Barraza, Kurt Crowder, Ginny Richards	No update.
5.	Old Business			
				Class room door lock status update requested by Penny, Kurt and Angela.
6.	Updates & Announcements/ Report Outs	All		
	Adjourn Meeting			At 2:30 pm
	NEXT MEETING: November 21st, 2024 3:00 p.m.			

*\*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."*