

Safety Committee Notes

Thursday, February 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 (14): Carlos Montoya (Chair), Ryan Huddleston, Robert Estrada, Angela Fantuzzi, Michael Schenone, Virginia Richards, Richard Villegas, Victor Coronado, Derek Domenichelli, Lucy Snow, Sandra Mills, Eloine Chapman, Lawrence Punsalang, Lisa Avery, Jeffrey Bui

Attendees (6): Carlos Montoya (Chair), Robert Estrada, Michael Schenone, Sandra Mills, Lawrence Punsalang, David Valencia (Guest)

Note taker: Mika Sugahara

<i>Item #</i>	<i>Topic/Activity</i>	<i>Lead</i>	<i>Handouts Reference Materials</i>	<i>Outcome</i>
1.	Public Comment (<i>limited to 2-3 minutes</i>)	C. Montoya		No Public Comment shared
2.	Review: Agenda for February 16, 2023 Review: Notes for October 20, 2022	C. Montoya	http://www.losmedanos.edu/safety/committee.asp	Agenda Item #3. "Review: Membership" to be moved to Standing Items. Reviewed Notes from previous meeting on October 20 th 2022.
3.	Standing Items			
	<ul style="list-style-type: none"> Review: Membership 	C. Montoya	http://www.losmedanos.edu/safety/committee.asp	Reach out to Mark Lewis to reclarify on Academic Senate representative membership and ask those AS members to participate in meetings. Student member, Jefferey Bui will not be able to attend committee meetings this semester – and to get replacement member to be assigned. One vacancy from Police Services is to be clarified in the next meeting.
	<ul style="list-style-type: none"> Safety Monitor Plan 	C. Montoya		Carlos Montoya presented the Safety Monitor Plan at the President Council in Nov 2022. And necessary corrections of Site D were applied. Those individuals in the SST list will help make sure that everyone gets out of the building and be point contact during a fire alarm. There is a flip charts – to be finalized and get those printed for those SST members to keep it as part of our emergency response. There still number of vacancies in the Plan that requires to be clarified. Faculty members assignments in the plan to be updated/clarified among responsible members considering those members on-line.
	<ul style="list-style-type: none"> Emergency Equipment 	R. Huddleston		This will be a standing item until we purchase new equipment bags. To be further discussed with Lt. Huddleston.
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	Make sure to route people to the right evacuation site. David Valencia joined us to help with further adjustments of the maps. Pittsburg Map: Get updated detailed maps of College Complex 3&4 Floors (for Student Services, VoTech and Core). Brentwood Map: Evacuation map (with AED information & Fire Distinguisher) to be posted to Safety site and Brentwood site to redirect to the Safety site maps to be referred.

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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/	<p>Carlos. M shared updates on Safety App & Campus Shield</p> <ol style="list-style-type: none"> 1.) 1st Safety App test conducted in Nov. 2022 checking the location accuracy including downstairs locations, which was successful. It was also reported it does not work in some classrooms so wider test is needed in coordination with the campus police. 2.) Requires further discussion on what resources do we want students to have access to when they open their campus shield app. 3.) Campus Shield app has been updated for LMC and Brentwood locations. Further adjustments on the app and website to be discussed before providing green light for implementation.
6.	<p>New Business</p> <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. Starting with flip chart, upgraded Equipment in combination with Safety Monitor Training will resolve raised concerns during the last fire alarm in October 2022.</p>
7.	<p>Future Topics</p> <ul style="list-style-type: none"> Campus TV Monitors Emergency Alert System Overview 	E. Chapman		<p>In an emergency situation, bright signs to be utilized. IT updated: the system has the capability but never been set up and the logic of the Regroup alert messaging system would need to be migrated to the new cloud platform for Carousel. District IT can assist LMC with the migration where DVC has already migrated to the cloud hosting.</p>
8.	<p>Updates & Announcements/ Report Outs – Key Takeaways.</p>	All		<ul style="list-style-type: none"> Membership – reach out Academic Senate to follow-up on faculty members participation. Safety Monitor plan updates shared and discussed. Discussed actions for Campus Evacuation maps and Safety App / CampusShield setup as well as campus TV monitors and alert system. Brentwood site requires extensive additional work to replace its sidewalks at that campus – to fix issues caused by the flood.
	Adjourn Meeting			At 4:09
NEXT MEETING: March 16, 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.*