



## Safety Committee AGENDA

Thursday, September 19<sup>th</sup>, 2024 3:00 PM – 4:30 PM- via Zoom

**Chair:** Carlos Montoya

**Committee Members:** 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 **Guest:** David Valencia

Assistant: Mika Mobley

Item #	Topic/Activity	Time	Lead	Handouts Reference Materials	Information Discussion Action
1.	<b>Public Comment</b> (limited to 2-3 minutes)		C. Montoya		Information
2.	<b>Review:</b> Review Agenda for Thursday September 19 <sup>th</sup> 2024 Review Notes for Thursday April 18 <sup>th</sup> 2024	10 min	C. Montoya J. Holcombe Z. Sandy	<a href="http://www.losmedanos.edu/safety/committee.asp">http://www.losmedanos.edu/safety/committee.asp</a> The last Safety committee meeting was held on June 20th and CSIG provided briefing on procedures and policies covering slips, trips, and falls.	Information
3.	<b>Standing Items</b>				
	• <b>Committee Membership Review – 2024 FALL</b>	10 min	M. Mobley	<a href="http://www.losmedanos.edu/safety/committee.asp">http://www.losmedanos.edu/safety/committee.asp</a>	Discussion/Action
	• <b>Review Committee Charges</b>	10 min	C. Montoya	See attachments.	Discussion/Action
	• <b>Safety Monitor Plan and Training</b>		C. Montoya	<a href="#">LMC_SST_2024.09.17.pdf (losmedanos.edu)</a>	Discussion/Action
4.	<b>Old Business</b>				
	• <b>Evacuation Drill – November 2024 &amp; March 2025</b>	15 min	S. Mills	Sub-committee: Sandra, Eloine, Bob and Angela to update	Discussion/Action
5.	<b>New Business</b>				
5-1	• <b>Power Outage</b>	15 min	J. Holcombe	Establishing an EOC - Identify the specific room, install emergency lighting, and check feasibility of emergency power Communication - Inventory/procure new radios - Establish who needs one and which channel to use. - What are other means of dissemination of information - Update flip charts with more information Other Considerations - Formally establish list of essential/non-essential personnel - Procure signage (campus closed, direction signage, etc.) - Radios & Training	Information/Discussion/Action
5-2	• <b>Committee Roles and Responsibilities Sub-committees / Task Groups</b>	15 min	C. Montoya	<ul style="list-style-type: none"> <li>▪ Safety Monitor Plan &amp; Campus Emergency Preparedness Procedures Review and Updates</li> <li>▪ Annual Emergency Preparedness Training</li> <li>▪ Campus Shield, Maps and Signage Updates</li> <li>▪ ADA and Campus Safety Barriers Removal</li> </ul>	Discussion/Action



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5-3	• Annual Training Calendar	15 min	C. Montoya	<ul style="list-style-type: none"><li>EOC</li><li>NIMMS Training</li><li>Table Top Exercise</li><li>Fire, Earthquake, Evacuation Drills</li><li>Manager Training</li></ul>	Discussion/Action
6.	Updates & Announcements/ Report Outs		All		Information
NEXT MEETING: Dates <b>October 17<sup>th</sup></b> , 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.”*