

SAFETY COMMITTEE Minutes

Wednesday, April 18, 2018 12:30 – 2:00 p.m. DBFL 210

Committee members:

Present-Toni Fannin, Lisa Martin, Jim Buchanan, Chrisanne Knox, Cathy Walton-Woodson, Michael Colson, Nicole Despins & Sara Larkin.

Absent-Ryan Huddleston

Guests: Casey (Inquirer staff).

1	Organizational Items	Toni	12:30 to 12:40
1.1	Call to Order:	Lisa	_____
1.2	April 4, 2018 minutes approved		
1.3	Agenda adopted w/Slight revisions		
1.4	Introduction of committee members not present at first meeting		
1.5	Public Comment: None		
2	Look at Cathy's links: Cathy suggested the committee find 3 links for safety information that they like to consider as a starting point for the website. http://www.dvc.edu/about/safety/index.html http://www.4cd.edu/crpa/pd/safety.aspx http://www.dvc.edu/about/safety/campuspolice/index.html	Discussion	12:40 to 12:50
2	Continued: Inventory safety procedures <u>Inventory safety procedures</u> and equipment: Chrisanne and Nicole agreed to make a list of what needs to be inventoried	Toni	12:55- 1:15

	in each building. It was agreed that the safety monitors will do the first inventory.		
4	<p>Safety Monitor Program: We reviewed the memo telling all managers that they also have a responsibility to be a Building Administrator. Building Administrators are responsible for identifying Safety Monitors and back-ups for each building. Toni took responsibility to revise the memo and distribute to managers with the request that they identify monitors by May 1. Sara Larkin said that ASDVC is on board to go to trainings and be an active group to participate and be involved in all trainings. Fall convocation will have some safety training included in its program.</p>	Chrisanne	1:15-1:45
5	<p>Safety Forums: DVC April 26th 4:00 and SRC May 17th 4:00-5:30</p> <p>Committee confirmed that the panel will include:</p> <ul style="list-style-type: none"> Police rep (2min) PIO (2min) M&O (2min) CARE (2min) Safety rep (2min) Q & A (15min) Microphones should be ready to pass out. 		1:45 – 2:00
	<p>Future Agenda items:</p> <ul style="list-style-type: none"> • Report on Safety Monitor progress • Debrief of Forum • Update from Chrisanne and Nicole regarding inventory • Dates for safety monitor training • Fall convocation 		