

## SAFETY COMMITTEE Minutes

Wednesday, May 16, 2018 12:30 – 2:00 p.m. BFL 204

Committee members:

Present-Toni Fannin, Lisa Martin, Jim Buchanan, Chrisanne Knox, Rose Desmond, Cathy Walton-Woodson & Nicole Despina

Absent: Michael Colson, Sara Larkin & Ryan Huddleston

Guests: John Hanecak

1	Organizational Items reviewed	Toni	12:30
1.1	Meeting called to order:	Toni	12:37
1.2	May 2, 2018 minutes approved	M/S/C	12:40
1.3	Agenda adopted	Toni	
2	Public Comment: John Hanecak made a comment about a window film product he saw in a training given by Officer Todd Fong with Walnut Creek PD. The product is applied to windows so they do not break in big pieces, with this product the window will shatter instead.	Discussion	
3	Safety Monitor update by Chrisanne; she has added names to the quadrant list. She is still adding names to the safety monitor list, and working with Cathy on the buildings they will be connected to. Toni is working on the administrator lists. Cathy mentioned everyone on the list would have to be trained by taking a class or online training. Lt. Huddleston has already done some trainings to various departments.	Discussion	12:40 to 1:00
4	Evaluation of Safety Monitor Training (May 9 <sup>th</sup> )  Chrisanne said there are requests for more information regarding trainings; Toni said people are craving for more information. Cathy has prepared a safety monitor checklist	Toni/Lisa	1:00-1:25

	and will forward to committee by email & maybe have Ryan incorporate it in his trainings. There were questions about drills taking place sometime this summer or at least before classes start in the fall. We will make a recommendation to College Council to incorporate a drill during flex week. Rose and Nicole to discuss other trainings (CPR, AED. First Aid) with Lt. Huddleston. There is a list of about 30 people who have had safety training.		
5	Inventory of Safety bags  The Safety committee will ask College Council for money to purchase 50 backpack bags and contents for the new safety monitor bags. Cathy will research what supplies will be needed for the bags and the cost.	Cathy  Discussion...	1:25- 1:45
6	Summer plans-Discussion on bulletin boards on campus, finalize safety monitor sheet, dates for trainings.	Discussion	1:45 – 2:00
7	Next Safety Committee meeting- <b>May 30<sup>th</sup>, 12:30-2p BFL 204</b>		
	Future Safety Committee meeting- July 2018		