

## SAFETY COMMITTEE Minutes

Monday, September 17, 2018 12:30 – 2:00 p.m. BFL 204

Committee members:

Present-Jim Buchanan, Ed Carney (ex-officio), Nicole Despins, Toni Fannin (co-chair) ,Lisa Martin(co-chair), Ryan Huddleston, Sara Larkin, Leticia Rodrigues (note-taker).

Absent: Chrisanne Knox, Cathy Walton-Woodson

Guest: Michelle Minty

1	Organizational Items reviewed	Toni	12:30
1.1	Meeting called to order:	Toni	12:35
1.2	May 30th, 2018 minutes approved	M/S/C	12:40
1.3	Agenda adopted	Toni	12:44
2	Public Comment: Guest from ECE Michelle Minty		
3	Announcements: Meeting changed to Mondays & will review in Spring. No rep from San Ramon will contact them to see if someone can Skype in during meetings.		12:45
4	Safety Monitor Program- Toni reviewed list (handout) she will contact possible monitors to complete list. Lisa & Toni will come up with list of training dates for next meeting; also to figure out where to keep the backpacks where the safety monitors can locate them. Lt. Huddleston will work with Lisa & Toni on the training dates. Jim brought blue prints of section & evacuation areas for group to review.	Discussion	12:50 - 1:15
5	Emergency Preparedness Plan Status Update- Chief Carney will	Toni/Lisa	1:05- 1:25

5	Summer plans- Discussed dates on Board for whole year	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>July 11<sup>th</sup>, 1-2p BFL 204</b>		