

Chief Christopher Counts
Director Public Safety

Debra B. Strong, RN
College Nurse

Dena Rhoades
HR Manager

Don Brady
Instructor Fire Technology

Eric Sabella
Food Service Manager

Jason Mattheus
Senior Officer Public Safety

Jim Coggins
Manager of Maintenance & Operations

Joseph Grubbs
Executive Director of Risk Management

Mary Jo Pasek
Community Relations/Events & Scheduling

Melissa Ysais
Child Development Faculty

Patricia Smith
Behavioral Science

Nicky Damania
Director of Student Life

Raymond Purcell, MN. NP
Director, Student Health & Wellness Center

Ronnie Wrest B.A., M.A.
Associate Professor, Art

Roy Allard B.S. M.S
Professor, Electronic

Sheila Shearer
Workers Comp/Safety Coordinator

Tim Capehart
Fire Technology

William (Bill) Chapman B.A., M.A.
Professor, Academic Development

BAKERSFIELD COLLEGE

Safety Advisory Committee Meeting

Meeting Minutes
Wednesday, December 13, 2017
9:00 a.m. - 10:00 a.m.

Levinson Hall #40

- I. Introductions** – Chief Christopher Counts
- II. Lighting on campus / numbering light poles:**
 1. Has not yet started, but is expected to begin soon.
- III. Parking lot repaving / New Parking permit dispensers**
 1. Starting in March 2018 repaving all the parking lots, from the ground up.
 2. During the repaving new parking permit dispensers will also be installed. The new parking dispensers will all be wireless and if there are any issues, Public Safety would receive notification on their computers from parking dispenser having issues.
 3. The current parking permit dispenser are running off a battery and a very small solar panel and is not working and having too many issues out.
 4. New parking permit dispensers will be numbered 0-9, working with Mary Jo Pasek, if there is an event, Public Safety can issue a code for the dispensers, and the code will be passed on and billed accordingly.
 5. No more free parking starting July 1st 2018.
 6. The cost to new parking lot is expected to run about 3 to 4 million dollars.

V. Threat assessment – Joseph Grubbs

- a. Just a reminder he would like to get started on this for the upcoming January meeting.
- b. There was some confusion – There are 4 individual tabs that everyone needs to go thru and do each one of those pages.
- c. There is also an instruction sheet tab – pretty much self-explanatory.
- d. If everyone could during this down time, it shouldn't take too long.

VI. Light poles :

- a. Public Safety Officers start having the Officers check the light pole bases and make sure the bolts are tight, there not going to be falling over or anything.
- b. There was light pole incident, not on the BC campus. But a light pole had fallen over, it didn't hurt anyone or cause any damage.
- c. Joe Grubbs – went out doing the mapping on them and checked all the light poles bases they all looked to be in good shape:

VII. Special Projects:

- a. Public Safety received a complaint from the S&E building down in the north east wing, down on the bottom there is hallway – emergency exit, nobody could go thru because of the junk. Chief spoke with Bill and Jim and had it cleaned up, and the exit is cleared up.
- b. That's the only complaint
- c. Executive Secretary (Public Safety) Cristina Gonzalez & Officer Jason Mattheus – will be responsible for the Safety Advisory Committee Meeting Website and have taken the training.

VIII. Catering Menu- Online

- a. Mary Jo Pasek /Eric Sabella – The unavailability of the catering menu online is an issue with events. Eric is currently working with Somaly to get the menu completed soon and uploaded online.

IX. Bond Issue / Construction

- a. Chief Chris Counts - Construction starting up early next year
- b. We are expected to have construction on campus for the next 15 – 20 years. So we're really going to have to make people aware if they see safety cones down or not tapped off like when they were redoing the sidewalks, to notify Public Safety. Chief Chris Counts will also be sending out an email on that.
- c. Mary Jo Pasek –Some idea electrical work on the Memorial Stadium sooner than later. If that's the case it will be off online for most of the summer, not say it's this next summer. But we need to let everyone who is renting it far enough ahead, to be fair to them, so they can find a new venue. Because everything out there is so old out there and Wi-Fi.
- d. Once they start constructions, if we see something unsafe we need to bring up and report it right away, to get it taken care of. During the other construction phase there was several of trip and falls and we really need to limit that.

X. Construction Updates:

- a. Apologies Bill and Jim couldn't be here at the meeting to give us updates on the constructions updates

XI. Fire Extinguishers

- a. Simplex is taking care of the fire extinguishers, and started working on them Dec 12th 2017
- b. Signage for where fire extinguishers are located: Chief will look into it, not aware if that is going to be M&O area or Simplex. Simplex currently contracted to do the maintenance on the fire extinguishers and check there hoses.

XVII. Old Business

- a. Great American Shakeout the CSS building, the fire alarm is barely audible. Classroom 117 & other surrounding building don't know there is a fire alarm going off with both doors closed you cannot hear it. Chief has been made aware with a few classrooms throughout the campus like that, the newer fire alarms are lesser volume, and they cannot be heard. Bill has been notified about the fire alarm problem, and they are working on it.
- b. Red Bag people need to have another kick start and more training is needed; and make red bag training mandatory.
- c. Suggestion, each department/building needs to meet, and organize and build an emergency plan.
- d. Runners, suggest wearing reflective vest, so they are visible to everyone.

IV. Locking of the doors:

- a. Have been working out great for some departments.

V. Student First Aid Kit (orange sticker on the kit) are being re-filled this week

VI. All Staff /Department First Aid Kit, are also being re-filled this week.

Next Meeting
January 10th 2018
9:00 a.m. – 10:00 a.m.
Levinson Hall #40