

Safety Advisory Committee Minutes

12/08/21, 9-10 AM, [Zoom via app or web](#)

Members Present: S.Castaneda, T.Dearmore, R.Puga, K.Ford, C.Collom, R.Wrest, R.Barron, D.Rosenthal, C.Glaser

Night Walk, Lighting Assessment

Review 11/23/21 Night Walk results (T.Dearmore, R.Puga)

The group reviewed the Night Walk assessment and identified several areas that are priorities: North side of FACE building between the CDC fences, entrance and south side of Horticulture, CDC bollards, and perimeter of campus with bushes. R.Puga will work with M&O to create a plan to address these areas.

Clery Compliance

Updates (T.Dearmore)

- Safety Campaigns
- CSA Trainings

T.Dearmore has created several of these trainings on Adobe Spark. Many have been emailed out to BC_All. C.Glaser also mentioned that the College Safety webpage includes an Emergency Preparedness section that provides resources for emergency situations. S.Castaneda shared that emergency brochures are being prepared and reviewed by our Senior Officers. D.Rosenthal suggested providing these trainings during Flex Week.

Roundtable Updates

M&O

- Lighting Update (R.Puga)
 - Construction crews have disabled several lighting areas. M&O is working with those teams to coordinate a fix.
- Lighting between VRC and Dining Commons is in planning
 - This is done.
- Courtesy Cart service decals installed; Posts should be installed by end of next week
 - Shortage of Student Employees has impacted courtesy cart service. College Safety is working to address those needs.

HR

- Title IX campus-wide training (A.Calderon)
 - Provided one in person training where few people attended
 - HR procedure might be updated in the future
 - Looking into providing training with outside contractor

Supporting documents can be found on the [Safety Advisory Committee webpage](#)

Action items are in **RED**.

Remaining meetings of 2021-21: 01/12/22, 02/09/21, 03/09/21, 04/13/21, 05/11/21

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Food Services

- There is a fire alarm that consistently sounds in the Dining Commons. F.Cabuena is working to get this addressed.

CDC

- CDC back gate often gets left open; Asking M&O to close it as they exit
 - M&O is now keeping this closed.
- Request cover for fire alarm
 - This continues to be a problem. R.Puga asked R.Barron to submit a work order to add a cover to these alarms.
- Need to designate emergency location spaces for babies; R.Barron will submit to T.Dearmore
- R.Barron is working to restructure job descriptions so that everyone working in CDC is fingerprinted or live scanned.

Events

- No updates.

College Safety

- RAD Training (T.Dearmore)
 - Working to tailor training to the specific campus needs
 - [Active Shooter Adobe Spark](#)
 - Active shooter training scheduled for Spring
 - A couple of College Safety Officers are attending RAD training in January to be able to provide more training to our campus communities.

Student Life

- No updates

Risk Management

- District wide emergency protocols are still in process. More will be done on this after the start of the new year.
- Testing emergency system (Activate) at District and Cerro Coso; System will tie together all of our existing communication methods. There is a “one button” process that could send a message for campus lockdown, if needed.
- Working on a bid for the purchase of software to update AEDs

COVID Updates

- J.Grubbs: COVID is very much active. Please get vaccinated and continue to follow protocols (social distancing, mask, etc)
- Risk Management will accept COVID tests from other providers if the employee works with J.Grubbs or T.Blanco

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TABLED — Flex Hours for Safety

Add to Flex Week

Working to connect with M.Jones on how safety training can apply to flex hours

TABLED — Review & Update Emergency Response Procedures

Updates

TABLED — Active Shooter Drill

More updates as we round out the pandemic

Include info on new buildings