

## Safety Committee Minutes – September 16, 2015

Call to order 11:05 am

Present: Bob Riffle, April Guajardo, Marcia Jeffredo, Tami Oh, Shirley Smith, Robyn Udell, Marla McBride, Shirley Smith, Julia Cherney.

Absent: Alex Bernal , Celeste Phelps, Karen Cant, student representative

Radios: With a tech from BearComm, Bob oversaw testing radio reception and clarity between the district and the Fullerton and Cypress campuses on emergency Channel 5. It needs improvement. Recommended solution is to replace the Channel 5 repeater with a digital one and new antenna.

Skateboarding: Debbie brought first quarter injury report and there were no skate board incidents there. Tami found more campuses with skateboard policies. She will forward information to Bob.

AEDs: Debbie shared the updated (September 16, 2015) AED inventory list. Certifications from last campus training expire September 25<sup>th</sup>. Ken Robinson at district is responsible for scheduling recertification class.

Emergency preparedness: October 15<sup>th</sup> there will be morning and evening drills for fire and earthquake readiness. An earthquake safety video will be shown, followed by an evacuation drill.

Admissions & Records entry door: Debbie, Shirley and Marcia will assess whether or not to recommend retrofitting door with a vision kit (small window) to alleviate possibility of someone being struck by door.

Clarification of campus protocol for making emergency calls: Okay to call 9-1-1 with cell phone to ensure fastest response time. Contact Campus Safety immediately after. When 9-1-1 is dialed from a landline, it automatically also rings in Campus Safety office. Shirley will work on ways to best inform campus community.

Heat emergencies: During a recent heat spell some of the HVAC equipment was offline for a couple of days. The system breakdowns were mostly the result of a major power outage and power surge in the area over the Labor Day holiday. Replacements for damaged parts were ordered immediately with expedited shipping. HVAC crew members reported to work earlier than usual in hopes of restoring air conditioning before temperatures would likely rise. The Health Center did not have anyone come in with heat illness symptoms. Some programs were impacted more than others. For example, students and staff in some of the labs wear protective gloves, masks and goggles, but cannot run fans. In special cases like that, decisions for coping will need to be made (as needed) by division.

Adjourned at 12:21 pm

Next meeting: Wednesday, October 21, 2015