

**Safety Committee**

**Draft Minutes**

Tuesday, September 29, 2020

3:00 pm – 4:00 pm

ZOOM Meeting

1. Agenda/Minutes (2 minutes)
2. Report/Updates:
   1. Public Safety (5 minutes)
   2. Facilities (5 minutes)
   3. Emergency Preparedness Office (5 minutes)
3. Committee Purpose (10 minutes):

**FEEDBACK RECEIVED:** “We deeply take action to all concerns to build up a safe and secure learning community”

Feedback received at the meeting:

-Committee should include representation from all sectors of the college

-Committee should assist with the identification of safety concerns

-Committee should facilitate resolution of identified concerns

-Purpose of Committee should include language addressing equity and social justice. Further input from committee members will be solicited on how best to incorporate this language.

1. Committee Membership (5 minutes) [It was clarified that the committee was intended to be operational.]

The following positions were suggested for membership:

* 1. Representative from Health Center
  2. Director of DRC and PCC
  3. All Vice Presidents
  4. Student Life Representative
  5. ITS member
  6. Division Member and/or Faculty Representative
  7. Public Safety Representative
  8. Facilities Representative
  9. PIO
  10. Building Capt./ Building Manager

Additionally, it was suggested that the college should select committee members on the basis of positions which would be part of the college’s EOC. The EOC will collaborate with first responders and work with the District as well as with college community. The committee would become an ‘arm’ of the District’s EOC. Can conduct table top exercises. It was also suggested that the committee could provide table top exercises and utilize its platform to provide training for the college. It was noted that the committee would need members from Instruction and Student Services.

Committee members explained that in the past, there had been two separate committees/groups. One was the college’s EOC and the second was the Safety Committee. Some members felt that it makes sense to consolidate both into one, smaller group.

‘Makes sense to have an EOC group in light of changes at the district level’.

‘Is there a gap to voice a safety concern? If so, how should we address the gap?’

1. Work Groups and Volunteers (15 minutes)
   * 1. Building Safety Infrastructure [Building safety and training.]
     2. Chemical Safety and Hygiene [Chemical safety on campus.] (Roz)
     3. Injury/Illness Incidents: (HR/Student and Health Services/ Behavioral Intervention Team (Dean Hartman) [Better understand health and safe of employee and student trends on campus.]
     4. Title 9
2. Committee and Meeting Schedule (3 minutes)
3. Roundtable (10 minutes)

Big thanks to Ben, Karen, Brian and their teams!