**Committee Name:**Safety Committee

**Date:**September 15, 2020

**Time:**10:30am
**Location:**Zoom

**Committee Charge:** To protect the health and safety of employees, students, community members, and the environment; identify and address health and safety concerns and issues; and inform the college community of safety practices, procedures, and training related to health and safety. Cerro Coso Community College will make every reasonable effort to promote, create, and maintain a safe and healthful environment.

1. **Call to Order**
2. **Introductions**
3. **Approval of Agenda**
4. **Approval of Minutes and Action Items –**

## *4.1* *Kevin will confirm all rooms have evacuation routes posted at all locations.*

## *4.2 Kevin will schedule a time with the local fire department in Tehachapi to define the best practice for evacuation of that site.*

## *4.3 Jarrod will outline an individual safety plan and share in the group for input.*

1. **Safety Suggestion Boxes**
2. **Evacuation Drills**
3. **Great Shake Out**
4. **Clery Act Compliance**
	* **Orientation**
	* **Campus Security Authority**
5. **Review of Action Items**
6. **Future Agenda Items**
7. **Meeting Recap for Report-Out**
8. **Future Meeting Dates**

October 20, 2020

November 17, 2020

December 15, 2020

January 19, 2021

February 16, 2021

March 16, 2021

April 20, 2021

1. **Adjournment**

Meeting Chair: Kevin King

Recorder:  Crystal Leffler