**Committee Name:**Safety Committee

**Date:**October 20, 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. **Approval of Agenda**

**3. Approval of Minutes and Action Items –**

***3.1 Kevin will confirm all rooms have evacuation routes posted at all locations. Action pending 9/15 due to current COVID-19.***

***3.2 Kevin will schedule a time with the local fire department in Tehachapi to define the best practice for evacuation of that site. Action pending 9/15 due to current COVID-19.***

***3.3 The committee will provide input and ideas on a virtual Great Shake Out.***

***3.4 Kevin will review Great Shake Out website and consult with Corey Marvin and Chad Houck about faculty and student participation.***

***3.5 Kevin will review calendars and send out a special meeting invitation to discuss plan for the Great Shake Out virtual drill within the next couple of weeks.***

**4. Safety Suggestion Boxes**

**5. Clery Act Changes**

1. **Canvas Training Platform**
2. **Great Shake Out Drill**
3. **Present AUP**
4. **Review of Action Items**
5. **Future Agenda Items**

**11. Meeting Recap for Report-Out**

1. **Future Meeting Dates**

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