



Minutes

Committee Name: Safety Committee

Date: January 25, 2022

Time: 8:30am

Location: Zoom

Present: Kevin King, Ana Mora, Deanna Campbell, Tanner Barnett, Lisa Fuller, Lisa Stephens

Absent: Mike Metcalf, Jarrod Bowen

Non-members in attendance:

1. **Call to Order** – 8:38 am
2. **Approval of Agenda** – Agenda approved. Kevin added CFIT Report and First Aid Training and CPR Training to Agenda.
3. **Approval of Minutes and Action Items** – No action items to report. Minutes reviewed and approved from 12/14/21 with no changes.
4. **Safety Suggestion Boxes**- No report.
5. **Report Out/Requests from Represented Groups** – First semester meeting no site reports.
 - 5.1 **Site Directors** -
 - Lisa Stephens
 - Deanna Campbell
 - 5.2 **Faculty Reps** –
 - CTE, Mike Metcalf,
 - Letters & Sciences, Jarrod Bowen
 - Student Services, Ana Mora
 - Academic Senate, Lisa Fuller
 - 5.3 **Classified Reps**- Tanner Barnett, Vacant
 - 5.4 **Student Reps**- Vacant
6. **CFIT** – Kevin reported the CFIT timeline has been extended to gather additional information thru survey results and staff recommendations to develop a comprehensive plan. Our current guard services will be extended as needed. Kevin received questions about how security is reached when the one-stop and reception desk are closed. Lisa Fuller stated faculty are not allowed to leave their classroom and must send student to seek assistance. Faculty do not have radios and would have to call the security phone number. Kevin has been testing the security contact number monthly. He stated there is some delay and confusion but sees overall improvement.
7. **First Aid and CPR Training** – Kevin stated there will be a First Aid and CPR

Training scheduled at end of this semester. Classified staff will be given time during working hours to complete course. Kevin asked Lisa and Deanna if their staff would be willing to travel. Lisa Fuller asked if training could include infant/child CPR. She will mention upcoming first aid training to faculty at Academic Senate. There was some discussion on costs and training being provided internally. The plan for now is two voluntary sessions that will be funded by Professional Development.

- 8. Fire Drills** – Kevin will be conducting decentralized fire alarm drills at all sites next week. The goal is to decentralize alarms and minimize disruptions.

Kevin reported from testing the Mitel phone system speakers will be installed in identified common areas for alert messages. Training on the alert system will be provided after testing.

- 9. Review of Action Items** –

- 10. Future Agenda Items** –

Ongoing Agenda Items:

10.1 Update ERP.

10.2 Psychological First Aid Coordinator for ERP Team.

10.3 Committee members will submit campaign ideas for the 4 VAWA training categories.

- 11. Future Meeting Dates** -

2/15/22

3/15/22

4/19/22

- 12. Adjournment**

Meeting Chair: Kevin King

Recorder: Crystal Leffler