**Safety Meeting, 2/18/2016**

Minutes by: Arzu Smith

**Attendance:** See sign in sheet

Anthony Hailey approved the agenda, Teresa Ferguson second it.

**Public Comments:**

1. Steve Goldenberg: asked if the fire doors should close when alarms go off in Physical Science building. Russ said they have not been designed that way and they have been inspected by the fire marshal multiple times. Fire doors have also received DSA approval.

🡪Arzu will email Herb Lester and get his input and report back at the next meeting.

1. Safety in the chemistry room. Cabinets are rusting, etc. No Pro 64 warning on the door.

Russ reported that we have passed the county inspection every year with no issues.

1. Members commented on the advantages of being able to lock the doors from within, and having blinds on the door windows so an active shooter cannot look into classrooms. Currently most classroom do not have blinds on the doors.
2. Eloine asked a question about whether safety committee meetings are open to public including students. Answer was yes.

**Minutes:** Eloine Chapman moved to approve. Anthony Hailey second it.

**Evacuation Maps:**

1. Anthony Hailey suggested working with community members to develop an evacuation plan (Fire Dept., etc.) . Ryan suggested and group agreed that we need to establish a plan for the College first.
2. All buildings have done an Evacuation drill except College Complex & Student Services. Once that is done there will be a college wide evacuation drill. Committee selected April 12th to do an evacuation drill for College Complex and Student Services
3. Members suggested and it was agreed that there will be a review to make sure all safety committee members have the necessary equipment such as vests, etc.

🡪Arzu will ask Bob and Ann to report at the next meeting on this item.

Other items:

**Active shooter drill:** Police services have done multiple active shooter trainings on campus. In addition, there is regroup, txt messaging system, and shoretell announcement system that is in use for such situations. Ryan reminded everyone that there is no one right answer in the active shooter situation.

Teresa Ferguson suggested that Police Services send out an email asking for folks who have not received the regroup messages so that folks that do not get these messages can be identified and added to the messaging system.

**Additional Training:** In 2014-15 Police Services provided a full day safety training at the Faculty flex week.

**New Police Chief:** District has a new Police Chief, Ed Carney.

**Automated External Defibrillators (AED**s): All AEDs campus-wide have been activated. They all have new batteries and training for the campus community has been scheduled for April 12th. LMC has 5 or 6 AEDs plus 2 in the maintenance office that require upgrading. Brentwood campus has 1 AED. There is a plan to put all AEDs on the evacuation maps so they can be easily located.

**Future Agenda Items:**

1. Identify who has what equipment and what else needs to be purchased. (Ann/Bob to report out who received what). Ryan suggested that all equipment, megaphones, etc. should be old fashioned, no battery operated items, etc.
2. Usage of AEDs for kids. Kathryn said that at a CPR meeting it was said that AEDs cannot be used for kids as the pads are too large and the voltage is too high.
3. Group recommends that an annual first aid, CPR training is conducted on campus each year.

🡪Arzu will take the recommendation to Cabinet. All custodials got training 6-8 months ago.

March meeting will be rescheduled for March 17th.