



Safety Committee Meeting Minutes

December 12, 2017

EW 207

9:00am – 10:00am

Present: Greta Robinson, Jarrod Bowen, Karen Spurlock, Caroline Sanderson, Chery Fitzsimmons, Emily Wood, Crystal Leffler

Absent: John Daly, Mike Metcalf, Ana Mora, Lisa Stephens

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP
1. Opening of Meeting	Greta Robinson	9:05am - Meeting called to order.
2. Approval of Agenda	Greta Robinson	Agenda approved with the following change: Greta reported Joe Grubbs called prior to the meeting and he will not be attending today.
3. Approval of Minutes & Action Items	Greta Robinson	Minutes approved from 11/14/17. Action items pending: 10/12/17: Jarrod will report on the cost and maintenance of a fire suppression simulator. <ul style="list-style-type: none"> ➤ <i>Action Completed 12-12-17</i> – Jarrod reported the cost of a fire suppression simulator is approximately \$10,000. Jarrod will forward the information to Greta to review the videos and options.
4. Annual Safety Calendar	Greta Robinson/Committee	The committee discussed the annual Safety Calendar in detail. The committee decided to leave the calendar as is for now and test our ability to plan. Each month will have multiple topics to keep from being repetitive and to meet the needs of each campus. Jarrod reported Ridgecrest Police Department focus on child safety the week of September 17 th – 23 rd . January – Personal Safety, Safe Driving, National Stalking Awareness, Human Trafficking February – American Heart Month, Teen Dating Violence Awareness March – Alcohol Awareness and Red Cross, National Disaster Prep April – Sexual Assault Prevention, Alcohol & Drug Awareness, Distracted Driver, Child Abuse May – Stress, Mental Health Month, Suicide Prevention June – National Safety Month, Heat Related Awareness, CPR, Classified Staff Training July – CPR, Heat, Snake Awareness, Safety Training August – Safe Driving/Texting, Student focus, Safety Training September – National Preparedness Month, Fire Safety October – Domestic Violence Awareness Month, National Crime Prevention Month, Keeping Personal Items Safe (link to Cyber Safety with IT) November – Critical Incident Response, Active Shooter Survival for Students December – Work Place Violence, Drunk Driving Prevention

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		<p><i>Action: Caroline will reach out to local law enforcement to get them involved with our monthly safety campaigns at ESCC.</i></p> <p><i>Action: Greta or Jarrod will reach out to Rebecca Pang to inquire about creating a Canvas shell like the one Academic Senate uses to brainstorm ideas and post links.</i></p>								
5. Agenda Item Safety Suggestion Boxes	Greta Robinson	The Safety suggestions boxes need to be checked.								
6. Review of Action Items Vulnerability Assessment	Committee	<ul style="list-style-type: none"> ➤ Please email Greta your completed survey. 								
7. Discussion/ Future Agenda Items	Committee	<ul style="list-style-type: none"> ➤ The committee discussed safety training for golf cart drivers and equipment operators. We want to make sure we do not have any OSHA violations. ➤ The stop sign and crosswalk on College Heights was discussed along with the gym parking lot being an “attractive nuisance”. These issues were addressed at previous meetings but the outcomes have not been reported. <p><i>Action: Greta will research and report back to the committee.</i></p>								
8. Future Meeting Dates	Committee	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">November 14, 2017</td> <td style="width: 50%;">March 13, 2017</td> </tr> <tr> <td>December 12, 2017</td> <td>April 10, 2017</td> </tr> <tr> <td>January 9, 2017</td> <td></td> </tr> <tr> <td>February 13, 2017</td> <td></td> </tr> </table>	November 14, 2017	March 13, 2017	December 12, 2017	April 10, 2017	January 9, 2017		February 13, 2017	
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9. Adjourn		9:40am								

Title Greta Robinson, Safety & Security Program Manager

Recorder Crystal Leffler approved 1/9/18