

NORCO COLLEGE SAFETY COMMITTEE

MEETING MINUTES Monday June 13, 2016

In attendance: Lisa McAllister (Co-chair), Vanessa Acosta, Miriam Alonso, Beth Gomez, Mark Hartley, Tricia Hodawanus, Daniel Lambros, Shirley McGraw, Ana Molina, Steve Monsanto, Hector Ramirez, Suzie Schepler, Sherry Stone, Denise Terrazas, Stan Tyler, Monique Rodriguez (Recorder)

Topic 1: Approval of Meeting Minutes – Main Speakers: Lisa McAllister

Contributing Speakers: N/A

Approval of the March 2016 Meeting Minutes

Motion: Mark Hartley

2nd: Beth Gomez

Approved with majority of I's

Abstain: Vanessa Acosta, Shirley McGraw, Suzie Schepler, Denise Terrazas

Approval of May 2016 Meeting Minutes

Motion: Stan Tyler

2nd: Mark Hartley

Approved with majority I's

Abstain: Vanessa Acosta, Miriam Alonso, Beth Gomez, Shirley McGraw, Ana Molina, Hector Ramirez, Suzie Schepler, Denise Terrazas

Topic 2: Red Cross Disaster Preparedness Academy 10/11/2016– Main Speakers: Lisa McAllister

Contributing Speakers: Sherry Stone

Sherry Stone will have 2 presentations at this year's Academy. A presentation for the College Track to look out for is Sgt. Phillips who has worked with the Sana Ana school district and has been to Sandy Hook. Registration is in August and funds will have to come from individual budgets.

Topic 3: Building Captain/Floor Captain Lists – Main Speakers: Lisa McAllister

Contributing Speakers: Beth Gomez, Tricia Hodawanus, Sherry Stone, Stan Tyler

People are dropping out. This is a voluntary position and people are just not wanting the responsibility. An email was sent out to the chosen captains and it was met with a lot of resistance. We need ideas on how to get people to want to hold these positions.

We are all disaster services workers. It is in our contract whether you have the title of building/floor captain or not. The expectations are the same. Every department is in charge ultimately of their areas so we need to work together. Perhaps concentrating on training everyone for the position and rotate the position with alternates every 2 years to solve the problem. People just do not want to feel like they are

the only ones responsible. Managers should be the ones to control who their building/floor captains (plus alternates) are and they have to be the ones to enforce.

We need to make the meetings more prestigious and prominent or call it the Presidents Safety Forum with a hosted lunch to get people's attention. We can turn the individual BC/FC trainings into a 1 hour Retreat where all departments close to attend and be trained. We also need to appeal to the emotions of our staff members. If no one steps up we are all vulnerable. We need to use simulations and play video clips of past incidents. We can try and stream the meeting to other departments for those who cannot close. Incentives can be given as well. In the event of an emergency the FBI will be our first responders. They may be willing to come and talk with us. At the end of the day our classified staff are in the front lines as they are at their desks a majority of the time. They are more than likely going to be our Building and Floor Captains. We need to get the students involved and active in promoting this program as well. Day 1 of every semester the Board Policy and Procedures should be emailed out reminding everyone of their duties. Any meetings/retreats planned need to stay away from the Summer Advantage time for scheduling conflicts.

People need to become familiar with the safety items we do have. Rather than keeping all items in the connex box we should keep small kits in every building?

With every incident we learn something new. One man remembered to ask for consent to treat an injured party even in an emergent situation. These are things everyone should know and is why an all staff meeting vs BC/FC training only is preferred. For the next safety supply order if we decide to get tourniquets people need to be trained in the proper way to use them.

Building and Floor Captain Duties and Assignments should be a focus during summer.

Topic 4: Around the Table

Mark Hartley – June 9th no more smoking circle on our campus according to state law. We need to get this to the board and find out if state law supersedes board policy. BFPC says make summer changes. We have special conditions as well because we are tied to JFK. We need to pose the question to the general counsel and need to follow up with legal. Legal counsel can do research.

RTA will begin using ID's as bus passes.

Welcome Day Aug 27th.

Someone let busses know that our campus is closed on Fridays. Maybe bus can stop at the top of JFK on Fridays only.

Steve Monsanto – Half way through the Fire Inspection and we are looking good. Cal Fire recommends we isolate the building and do not evacuate whole campus. Maybe discuss for our next meeting.

Sherry Stone – Posters for guardian app.

Safety Coordinator position still in progress.

Use EOC/ICS to implement commencement to practice its structure.

Dan Lambros – Google maps is going to change the pin drop to the front of the campus or bus stop.

Meeting Concluded