

## NORCO COLLEGE SAFETY COMMITTEE

MEETING MINUTES Wednesday March 14, 2018

In attendance: Justin Czerniak (Co-chair), Richard Henry (Co-chair), Vanessa Acosta, John Coverdale, Monica Esqueda (via phone), Mark Hartley, Cecilia Ramirez, Adam Lyter, Lisa McAllister, Miriam Carrillo, Carmen Parra, Chris Poole, James Reeves, Monique Rodriguez, Maureen Sinclair, Gilbert DeLeon, Student Representative, Ye'Vell Hopkins (Recorder)

**Topic 1:** Call to Order/Welcome-Main Speaker: Justin Czerniak  
Call to order at 09:00A.M. Welcome.

**Topic 2:** Agenda approval: 1<sup>st</sup>-Mark Hartley; 2<sup>nd</sup>-Maureen Sinclair; approved with a majority of I's  
Approval of January 10<sup>th</sup>, 2018 meeting minutes: 1<sup>st</sup>-Vanessa Acosta; 2<sup>nd</sup>-Lisa McAllister: approved with a majority of I's; 5 abstaining

**Topic 3:** Lost and Found - Main Speaker: Sgt. Henry  
He discussed the possibility for a lost and found website.

**Topic 4:** Building Captain Program - Main Speaker: Justin Czerniak  
He discussed the possibility of rotating responsibilities. Voluntold vs. volunteer; possible HR issue. Captain's should know that they are valued and that their time and travel is appreciated.

**Topic 5:** Safety Checklist – Main Speaker: Justin Czerniak  
Safety members may gather and walk a building or area instead of an in house safety meeting. Facilities may have a safety check-list.

**Topic 6:** First Aid/CPR/AED training – Main Speaker: Monica Esqueda  
District wide 75 people have completed training; 11 from Norco. Thirty people have signed up from Norco for the next class. Possible flex credit for faculty. The April 11<sup>th</sup> class will have three instructors.

**Topic 7:** Recent Events – Main Speaker: Sgt. Henry  
On Monday, February 19<sup>th</sup> (President's Day) an alleged threat was made against the college. The suspect was in custody before the campus opened the next day. The challenge was having everyone notified in a timely and accurate manner. We need to find a way to vet and synchronize information with JFK. Subsequently, a student from Norco College went onto social media with negative comments regarding the incident and was quickly disciplined and suspended. Student walk-outs today, for 17 minutes, in memory of the Florida H.S. victims. Rave Guardian mass alert test 3/11/18.

**Topic 8:** Active Shooter Updates – Main Speaker: Justin Czerniak  
Meetings and presentations for active shooter have already taken place. More presentations are scheduled. A drill should be planned 6 months or more in advance; needs college president input for active/required participation. Discussed having Nextel walkie talkies in each class, in place of phones.

**Topic 9:** Emergency Operations Plan – Main Speaker: Justin Czerniak  
Draft in place. Justin will email, if requested.

**Topic 10:** FBI Infragard Los Angeles-Mass Shooting Violence Prevention – Main Speaker: Justin Czerniak

There will be a presentation on April 10<sup>th</sup>; seats are limited. Two sessions: 8:30-12:00PM and 1:00-4:00PM. Open to first responders, industry workers and guests.

**Topic 11:** Stop the Bleed – Main Speaker: Lisa McAllister

Event on 3/11/18 had 10 people show up. Next event April 03<sup>rd</sup>, during college hour. The May meeting will have a booth, same day as health fair. Discussed bringing in therapy dogs.

**Topic 12:** Lock Blok – Main Speaker: Justin Czerniak

The lock bloks have been ordered and may be in by the end of the month. A ‘how to’ video was suggested. Justin ordered enough of the bloks for every room and extras. The bloks will not work for every room and that will be discussed at a later date.

**Good of the Order:** Main Speaker: Mark Hartley

Panic buttons for West End Quad, STEM Center, possibly JFK and other departments on campus. Possible vote on panic buttons/emergency equipment during next meeting. Metal detectors and wands are slated for commencement.

**Meeting concluded at 10:42 A.M.**