

**Crafton Hills College  
Safety Committee  
Agenda**

**Date: December 9, 2019**

Location: CCR 247

<p><u>Members (Absent*):</u> David Stevenson (CSEA - Co-chair) Mike Strong (Co-chair) Mike Alder (Faculty) Dr. Hanna Sandy (HWC Coordinator) Marty Milligan (DSPS/Management) (Student) Paul Walker (Emergency Management)</p>	<p>Vacant (Human Resources) Al Jackson (District Police) Farhad Mansourian (Faculty) Ruth Greyraven (Faculty) David Aten (Classified Rep) Larry Cook (Facilities Management) Michael Nguyen (District EH &amp; S)</p>
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TOPIC	DISCUSSION	FURTHER ACTION
Approval of minutes from 10/14/19		
CHC Safety Summary Document (presented to Academic Senate on 11/6/19)		
Consideration to Create an Annual CHC Safety Report – What should it include? When should it be distributed?	<p>Considerations:</p> <ul style="list-style-type: none"> <li>• List of safety plans reviewed &amp; updated</li> <li>• Safety Inspections Completed &amp; Scheduled</li> <li>• Safety Enhancements</li> <li>• Progress on Lockdown capability</li> <li>• Safety Concerns brought to Safety Committee throughout the year and resolutions</li> <li>• Safety Training Completed</li> <li>• Timing of the report? Ready for distribution at in-service each January?</li> </ul>	
<p>Safety Concerns:</p> <ul style="list-style-type: none"> <li>• Academic Senate Draft Resolution on Safety (<a href="https://www.craftonhills.edu/faculty-and-staff/academic-senate/meetings/2019/11-06/campus-safety-resolution-fa19.pdf">https://www.craftonhills.edu/faculty-and-staff/academic-senate/meetings/2019/11-06/campus-safety-resolution-fa19.pdf</a>)</li> <li>• Follow up on AED's, securing of doors, PAC door chained</li> <li>• Availability of First Aid Kits</li> <li>• Electrical Blackout Procedures</li> </ul>		
Accreditation Standard III regarding Safety – How are we meeting the standard?		
<p>Emergency Prep:</p> <ul style="list-style-type: none"> <li>• Review of AP3505 Emergency Response Plan</li> <li>• Inservice Day, Jan 10, 2020</li> </ul>	The January In-Service will focus on Emergency Response Training, which will	

	include training for both Active Shooter and Natural Disaster (fire, flood, earth quake, etc) scenarios, as well as training in communication protocols.	
Safety Plans & Training: <ul style="list-style-type: none"> <li>• Safety Plan Review – Status Report (Michael Nguyen)</li> </ul>		
Reports (time permitting): <ul style="list-style-type: none"> <li>• M&amp;O Safety Projects (Larry)</li> <li>• District Police Report (Police):</li> <li>• EH&amp;S (Michael): <ul style="list-style-type: none"> <li>• Review of injuries from WC summary report</li> <li>• Recommendations to management</li> </ul> </li> <li>• HWC – Student Injury Report (Hannah)</li> </ul>		
New Business:		
Non-Discussion: Committee Goals 2019-20	<ul style="list-style-type: none"> <li>• Revise the Emergency Operations Plan and familiarize the committee; then identify specific action items.</li> <li>• Hold a CERT Class Fall 2019</li> <li>• Tabletop scenario with wildfire or earthquake with committee and building captains.</li> <li>• Hold 2 evacuation drills—Shakeout in October and an evening drill in April</li> <li>• Organize and schedule training for the building captains in October.</li> <li>• Obtain and review quarterly reports by District HR on status of CHC mandatory OSHA trainings.</li> <li>• Update Campus Safety Plans as necessary to maintain compliance</li> <li>• Improve mass notification – Timeliness of text messaging and identify clear responsibilities.</li> </ul>	
Adjournment	Next Meeting scheduled Feb 10, 2020, at 1:00pm; CCR 247	
<b>Mission Statement</b> The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.	<b>Vision Statement</b> Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting.	<b>Institutional Values</b> Crafton Hills College values academic excellence, inclusiveness, creativity, and the

		advancement of each individual.