

SBVC

Facilities & Safety Minutes



Members Present:

James Hansen	X	Karen Deck	X	Marianne Klingstrand	X	Cory Schwartz	X
Elaine Akers	X	Whitney Fields	X	Fernando Martinez	X	Chris Tamayo	X
Vincente Alvarez	X	Mark Ikeda	X	Tommi Ng	X	Alicia Tuvida	X
Susan Bangasser	X	Janet Johnson	X	Lito Reyes	X		

10-03-2011
3:00 – 4:24 pm

Topic:

Discussion:

Review Minutes

Approved

Elect Chairperson

Vicente Alvarez

No Smoking

Possibly have faculty add communication of being a no-smoking campus to their syllabus.

ShakeOut

Jim mentioned how the evacuation was accepted by the President. Communicate about MCHS. Make sure information is on Facebook and Twitter. Will be sending out information to the Dean's Assistants so they can inform all faculty and adjunct faculty: Evacuation/Escort/Building Captains. EduStream Video option. Building Captains will need to check buildings. Radio police with "Evac Site #? Ready to go" find out an approximate timeframe for evacuation. Those unable to use the stairs will stay at their class building. Encourage communication of scenarios/video/questions.

Building Captains & Teams

In process, confirm that the named employees are okay with the assignment

Training Evac-Chairs Lockdown Training

6 new chairs purchased and installed on campus. Cross train M&O. Fernando will map each chair and we will add to the Emergency Evacuation Map. Anyone can attend the Lockdown Training which will be held in LA100 on the 21st 9-10am and 26th 3-7pm. Willdan will be assisting with the training.

Evacuation Map

Move the Primary Command Post to Lot #11 between the Police and KVCR.

Police Report Annual Security Report

Chris shared how you can ask for a copy of the Annual Report. They were also distributed to various offices on campus. A lot of training to be compliant with the Clery Act - Policy for Safe Schools.

Flip Chart

Updating, send in any recommended changes by Friday, October 7th.

Possible CalOSHA revisit

End of October – Service/Improve & Safety Identify area/program. Inspection will occur in the Spring. Possible M&O and Chemistry?

Haz-Mat Inventory Schedule

Keenan does an annual Building by Building inventory

Adjourned

4:35 pm

NEXT MEETING – Monday, October 17, 2011 – 3:00 PM – ADSS 207