

# SBVC

## Facilities & Safety Minutes



### Members Present:

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

10-17-2011  
3:00 – 4:23 pm

### Topic:

### Discussion:

#### Review Minutes

With corrections of names on the Building Captains & Teams list.

#### Jim Hansen

Great California Shakeout – Information table 8-10 am on the 20<sup>th</sup> in the CC Quad area. Those unable to maneuver stairs are asked to assemble near the Evac+Chairs or stairwells. Rick H. will create the campus voice message with Jim's help. Last year HLS 2<sup>nd</sup> floor south side did not hear the bullhorn.

CalOSHA visit – January 2012 – Service/Improve & Safety Identify area/program. Inspection will occur in the Spring. Possible M&O and Chemistry? Need to inspect extension cords, surge protectors, copier toner MSDS, bookshelves w/bungee cords, etc. Jim will verify with the college Council if the PS's building is okay to conduct the inspection on.

Non-Smoking Campus – Jim will communicate to VP of Instruction to see if including this in instructors syllabus can be enforced. Need to discourage staff from smoking on carts as they drive around the campus.

Flip Chart – Add language dealing with chemical; beware of conditions and remain upwind, Assault/Fighting; take note of any obvious weapons, and Riot/Protest emergencies.

Emergency Evacuation Sites Map – Move Site #1, #2 and the Primary Command Post.

- Site 1 moved to the end of the ADSS building, north side
- Site 2 moved to the quad area within the 5 buildings
- Primary Command Post moved to Lot #11 between the Police and KVCR

Building Captains & Teams – Make corrections and additions to list. Whitney will send the Training PowerPoint to Janet to be sent out on Wednesday morning. Two trainings held on campus.

Flip Chart - Need to get signage up.

**Whitney Fields**

Evac+Chair - 6 new chairs purchased and installed on campus. Locations will be on updated Emergency Evacuation Sites Map. Training is still in the process of being setup; one training for both CHC & SBVC.

Training – Lockdown on Friday, October 21<sup>st</sup> and Wednesday October 26<sup>th</sup> by Willdan. Fire Safety to be held on Tuesday, November 8<sup>th</sup> by the San Bernardino City Fire Department.

Emergency Operation Plan – All recommended changes due by October 28.

Review of Safety Policies & Plans - Starting this month for November's meetings. Will develop a way to do the evaluations through the website with Jason Brady.

**Chris Tamayo**

Free Speech -

**New Business**

Jim would like to have a Lockdown meeting - invite to committee will be sent out.

Elaine would like AED's for all buildings to be a priority.

Furnishings for new buildings; Trash cans, clocks, locks, pencil sharpeners, AED, MSDS binders.

**Adjourned**

4:23 pm