



SAFETY COMMITTEE MEETING MINUTES

Date: April 11, 2023
Meeting Place: Uhazy Hall 194
Time – 1:30 to 2:30 pm

Type of Meeting: Regular
Note Taker: Susan Herman

Committee Members:

Terry Cleveland	Present	Member – Director of Risk Management & Environmental Health
Susan Herman	Present	Member & Note Taker – HR– Department of Risk Management
Sabrina Burgess	Present	Alternate
Deputy David Pine	Present	Member – Campus Law Enforcement Representative
Deputy Andres Guardado		Alternate
Rosario Corona		Member – ASO Representative
		Alternate – None provided
Joseph Esdin	Present	Member – Academic Senate
TBD by Academic Senate		Alternate
Michael Maher	Present	Member – Confidential Management
		Alternate – None provided
Joe Orosco		Member – Classified Union
Marvin Guzman/Ken Ritchie		Alternates
Dr. Louis Lucero	Present	Member – Educational Administrator
		Alternate – None provided
Jonet Leighton	Present	Member – Faculty Union
Gabrielle Poorman		Alternate

Items	Person	Action
I. Check In	Terry Cleveland	Meeting was called to order at 1:35 pm.
II. Introduction	Terry Cleveland	Welcome and Introductory Remarks by Director of Risk Management, Terry Cleveland
III. Approval of Previous Minutes	All	The minutes from February 15, 2023, were approved with a motion by Michael Maher and a second by Jonet Leighton.
IV. Old Business	Michael Maher Michael Maher	<p><u>Item Discussed:</u></p> <p>1. Mike reported that the areas between LC & SSV & YH which need more permanent barricades will have temporary barriers put back up and possibly filled with water so they can't be moved, until permanent swing gates can be installed. Permanent swing gates are being ordered.</p> <p>2. There had been a concern about the construction fence between SCT and the old SSV not allowing enough access for pedestrians to pass through to access SCT. Mike reported that the east door of SCT has been barricaded so there is no longer any access to that area needed. This item will be deleted.</p>



	Michael Maher	3. Mike reported that they are in the process of getting a contract approval for a cement contractor who will make repairs to the tall curb in parking lot F-2 near the Par Course.
V. New Business	Terry Cleveland Susan Herman Terry Cleveland	<p><u>Items Discussed:</u></p> <p>1. Review of the following by Terry Cleveland:</p> <ol style="list-style-type: none"> a. Reported work-related accidents since the last Safety Committee Meeting on February 15, 2023: 1 first aid case; 1 medical case; 2 lost time cases; Total of 4 cases. b. Current year-to-date (2023) work-related accident statistics including identification of trends (if any). 4 first aid cases; 1 medical cases; 4 lost time cases. Total of 9 cases. No trend. c. Terry discussed the findings of the April 3, 2023, Quarterly Site Inspections, which was conducted by Keenan & Associates. Excerpts of the report are attached for review. The full report will be provided once it is received. d. Susie Herman reported two new incidents for the Property & Liability Accident Log, which is used to assist in identification and mitigation of slip, trip and fall hazards regarding 2022/2023 SCG#2. <p>2. Terry reported on the recent drills that have taken place since the last Safety Committee Meeting on February 15, 2023. See the attached information.</p>
VI. Open Discussion	Terry Cleveland	1. Terry shared information about the Omnilert Gun Detection System and the Gunshot Detection System that we have been researching for possible purchase by the District, and showed the Committed a few videos which demonstrate the capabilities of each system. We are in the exploratory stage of research for each of these systems. The Gunshot Detection System will be tested at the AVC Sheriff’s office in the near future.
VII. Next Meeting Date		September 20, 2023
VIII. Check Out	All	A motion was made to end the meeting by David Pine with a second by Michael Maher. The meeting was adjourned at 2:20 pm.



Results of drills since the last Safety Committee Meeting

On **February 22, 2023**, an Evacuation Drill was held on the main campus in drill zones 2 and 4 (**DZ 2** = S, FA1-FA4, PA, NORTH & SOUTH ATHLETIC FIELDS, MC1-6, MS1-4, T700-1; **DZ 4** = LH, SH, GYM, T500, T600, SA, S1 – S9, SR, SBS, AL). It took only 11 minutes 55 seconds from the time the alarms were sounded to the time the "All Clear" was given for this fully-announced drill. All occupants of Drill Zones 2 & 4 who were part of the drill were safely and efficiently evacuated, simulations of shutting off the utilities and then restoring them were performed by Maintenance & Operations personnel which are part of the procedures if a true emergency occurs which requires evacuation, and the alarms were silenced within this 11-minute 55-second period.

On **March 15, 2023**, an Evacuation Drill was held at the Palmdale Center and Palmdale Technical Center. It took only **3 minutes 47 seconds** from the time the alarms were sounded to the time the "All Clear" was given to evacuate both major areas of the Palmdale Center (i.e. the Administrative Offices Building and the Classroom Building) and the Palmdale Technical Center "L-shaped" building where 2 full classes were in session at the time of the drill.

On **March 29, 2023**, a Lock Down Drill was held on the Main Campus with the entire campus participating. Overall the campus did very well and we made a list of the areas in Sage Hall and the new SSV Building where people were earnestly trying to hide but were seen anyway and Terry Cleveland sent the list to Capital Projects Director Ron Benedetti so that he can determine what window treatment(s) and furniture add-ons and furniture rearrangements may be applied to make those areas into adequate hiding spaces in the event that an Active Shooter enters any of the areas.