UNAPPROVED MINUTES

CERRITOS COMMUNITY COLLEGE
MINUTES OF THE SAFETY COMMITTEE MEETING
MARCH 10, 2009

MEMBERS PRESENT: Bryan Leighliter, Facilities/Grounds; Maria Vega, Counseling; Phillip Satterfield, Humanities/Social Science; Erik Duane, Information Technology (IT); Monica Lopez, Library; Teresa Alenikov, Business; Steven Hirohama, Fine Arts and Communications/Theatre; Judi Holmes, DSPS; Dr. Mervat Zewail, SEM; Geri Codd, Liberal Arts/Reading; Tom Richey, Facilities Manager; Glenda Kornbau, Recording Secretary; Robert Riffle, Chair.

MEMBERS ABSENT: Mike Jones, Woodworking; Shawn Jones, Fiscal Services; Chief Bukowiecki, Campus Police; Jairzinhio Barron, Campus Police; Marvelina Barcelo, Counseling.

The meeting was called to order at 11:08 a.m., by Mr. Riffle, Committee Chair.

MINUTES
OF
FEBRUARY
10,
2009
Mr. Riffle asked the Committee to look over the minutes from the last meeting. He asked if there were any changes or corrections. Ms. Vega said that she should be listed on the last minutes as an absent member, because she could not attend the meeting. Mr. Riffle said we will make this correction. The minutes were approved with corrections by motion and second (Mr. Satterfield/Ms. Holmes).

WELCOME
Mr. Riffle welcomed four (4) new members to the Safety Committee - Maria Vega, Counseling; Marvelina Barcelo, Counseling; Erik Duane, Information Technology (IT); and Jairzinhio (Jay) Barron, Campus Police.

EVACUATION/FIRE DRILL DISCUSSION
Mr. Riffle suggested an evacuation/fire drill and when would the Committee prefer to have this. Dr. Zewail said their area (SEM) isn’t sure where to assemble when there is a drill, because of all the construction. Ms. Holmes said the assembly point in question is #5. Mr. Riffle said their assembly point has been moved due to construction and the sign will be relocated.

Mr. Riffle feels that the drill should be announced, so that instructors and staff know when it will be, because it is upsetting when instructors are giving a test and there is an unannounced drill. Ms. Codd said the faculty needs to know when it will be, so they can plan for it.

Mr. Riffle asked when the Committee would prefer to have the next evacuation drill. Ms. Holmes made a motion and it was seconded by Dr. Zewail to have the drill in the fall.
EVACUATION/DRILL DISCUSSION CONTINUED
Possible dates and times for the drill were discussed.

It was decided the Committee would choose a date and time at the next Safety Committee Meeting.

Mr. Riffle mentioned the existing emergency posters on campus have been replaced by new updated ones. If you know of a location that needs a poster, let us know.

MEETING DATES
Some of the committee members asked the future dates of the Safety Committee, so they can put it on their calendars. Glenda said the future meeting dates are: May 12, 2009; September 8, 2009; and November 17, 2009.

SIDEWALK REPAIRS
Mr. Riffle reported that sidewalk repairs are being done on campus and contractors are doing repairs on sidewalks that they damaged during construction.

HANDRAIL REPAIRS
Mr. Riffle reported we have an ADA Consultant working on an ADA Transition Plan for the campus. Damaged handrails are currently being repaired on campus. A new ramp will be constructed at the Social Science Building and the stadium. Access for the disabled will be appropriately designed for all new buildings.

ROOFING REPAIRS
Mr. Riffle mentioned that a lot of campus buildings have re-occurring roof leaks. We have done some minor roofing repairs and we have a contractor on site to continue those repairs.

Ms. Codd asked about the Santa Barbara Building. She said there is a leak in her office that has been there for years and years. Mr. Riffle stated that we will prioritize that area, so that we may expedite repairs. If you have a roof leak problem, call Facilities and let us know.

CAMPUS CONNECTION ARTICLE
Mr. Riffle mentioned an article on Earthquake Safety that Nancy Montgomery and her staff from Student Health Services put out in the Campus Connection. He suggested that the Safety Committee read the article and share the information with their constituency groups.

ITEMS FROM STAFF
New Safety Committee Directory – Ms. Holmes asked if there will be a new Safety Committee Directory. Ms. Kornbau said she will have a new Safety Committee Directory to give out at the next Safety Committee Meeting.
ITEMS FROM STAFF CONTINUED

Accreditation - Mr. Riffle mentioned Accreditation. He said the contractors are on campus and cleaning up and the campus is looking nice. He said, if you notice anything that the contractors are doing, right or wrong, that should be brought to our attention, let us know. Bovis is doing an excellent job and will take care of it.

Ms. Vega asked if this committee deals with the restrooms on campus and if this is an issue with Accreditation. Mr. Riffle remarked, we get a lot of graffiti and he knows some of the restrooms need repairs. He stated that new partitions were installed in the restrooms in Social Science, Administration and one restroom in LRC. We found a brand new partition that had felt tip pin writing on it, this is a big issue. A question was asked regarding installing cameras in restrooms. You cannot put cameras in restrooms.

Ms. Lopez said she is going to the Student Senate meeting tomorrow and she is going to mention the graffiti problem.

Ms. Codd said she wanted to thank the Facilities Custodial staff for their cleaning efforts.

ADJOURNMENT

The meeting was adjourned at 11:50 a.m. (Motion by Ms. Holmes/Seconded by Philip Satterfield).