



**Barstow Community College
MEETING AGENDA**

**Safety Committee
October 18, 2016
12:00 pm – 1:00 pm
LRC Conference Room**

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1. Approve Agenda
 2. Approve Minutes
 3. Incident Report Review
 4. Costumes on campus
 5. Viking alert process
 6. Monthly video reminders
 7. Great shake out
 8. Table top training
 9. Lock down training
 10. Hypodermic needle disposal
 11. IIPP Discussion
 12. Other Campus Safety Items/Issues
 13. Next Meeting – 11/15/16

Additional Information:

- Meeting Calendar: 11/15/16, 12/20/16, 1/17/17, 2/21/17, 3/21/17, 4/18/17, 5/16/17
- Info to prep for next meeting
- Important Goals / Timelines / Deadlines

Strategic Priorities

- 1) **Educational Success** - Measurably advance student equity, completion and attainment of educational goals.
- 2) **Marketing and Outreach** - Expand marketing, outreach, and access to our community so as to advance BCC's image as the best small college in the high desert.
- 3) **Fiscal Health** - Sustain and cultivate an environment that strengthens the district's long-term fiscal health.
- 4) **Safety for All** - Promote safety and security of all facets of the College community.
- 5) **Campus Culture** - Build a diverse and committed campus culture that promotes engagement among students, staff, faculty, the college and the community.
- 6) **Evidence-Based Decision Making** - Enhance and further an evidence based framework that supports the institution's decision-making process.
- 7) **Diverse and Excellent Workforce** - Attract, develop, and retain an excellent and diverse workforce.



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Date: 10/18/16 Location: LRC Conference Room Recorder: Terri Walker		Members Present: Rick Hernandez, Terri Walker, Barbara Rose, Taylor Puryear, Bret Sage, LaDale Rogers, Robert Romero Absent: George Walters, Elsa Greenlee Guests:		
Call to Order: 12:00				
Item	Discussion	Next Steps / Action Taken	Who	Timeline
Approval of Agenda	Agenda for 10/18/16 submitted for approval	Agenda approved.		
Approval of Minutes	Minutes from 9/20/16 & were submitted for approval	Minutes approved.		
Incident Report Review	Terri shared the report of incident reports received in the last month. Discussed incident that occurred in the library earlier in the day. Discussed calling 911. Bret suggested we follow policy if we have one.	Terri to look up policy on calling 911	Terri	Report at next meeting 11/15/16
Costumes on campus	It was planned to discuss a policy for costumes on campus. Faculty indicated they had already received an email, maybe from Penny Shreve, about prohibiting masks and full face make up on campus for Halloween.	Barbara and Rick will find out who sent the email and forward it to the committee.		
Viking alert process	Discussed the opt-out option again for students. Also discussed how to encourage employees to opt-in.	Rick will talk to Heather and Khushnur about changing to opt-out methodology similar to ASB fees.	Rick	
Monthly video reminders	Rick would like to send out monthly videos for training and information on safety related issues. He requested everyone share videos with him that might be appropriate.			
Great shake out	The Great Shake Out is scheduled for 10/20/16 at 10:20. We discussed how we deal with an emergency when the people trained to handle the	Rick will talk to an industry expert about what protocol is for a second	Rick	



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	emergency are not present—out sick, at lunch, gone to training, etc.	filling in when a building marshal is absent.		
Table top training	We discussed some ideas about table top trainings we can participate in on campus. Barbara suggested we take them to the classroom.	Robert will provide us with some ideas about table top trainings.	Robert	
Lock down training	Lock down training would be a good table top training exercise. The new phone system will help with communicating lock down.			
Hypodermic needle disposal	Robert shared we have money (\$25,000) to spend on hypodermic needle disposal and anything else that creates safety exposure to the district. Other suggested items included hazardous waste removal, storm water run-off clean out. It was suggested we submit the PAC storm water clean-up that was completed recently.			
IIPP Discussion	Robert, George and Rick worked on an IIPP that needs to approved and implemented. Robert went over the different parts of the IIPP. We discussed training needed for employees and substitute workers for blood borne pathogens.			
Next Meeting	11/15/16 with meetings scheduled for the third Tuesday of the month.	Send meeting update	Terri	
Adjourned: 1:00				