



Health, Safety and Security Committee Meeting Minutes

April 10th, 2018

1:30-2:30 p.m., Tower 750

Co-Chairs: Felipe Wilson(P), Amy Marshall(P)

Note taker: Hope Lane(P)

Committee Members: (GP) Glenn Pace(A), (HL) Hope Lane(P), (PW) Pamela Wallace(P), (BK) Beomjim Kim(A), (KZ) Kristin Zhang(A), (SJ) Sarah Jung(P), (RC)

Reginald Constant(P)

Guests: Felix Solomon(P)

AGENDA ITEM	FACILITATOR(S)	DISCUSSION POINTS	RESULTS/FOLLOW-UP ACTIONS and RESPONSIBLE PARTY(IES)
Call to Order	Marshall		Call to Order: 1:36pm
Adoption of Agenda	Marshall	Review and adopt agenda	Discussion: <ul style="list-style-type: none">• FW moved to adopt the agenda as is<ul style="list-style-type: none">○ SJ seconded○ Motion Passed unanimously
Approval of Minutes	Marshall	Review and approve minutes	Discussion: <ul style="list-style-type: none">• HL moved to approve the minutes from 2/13/18 meeting<ul style="list-style-type: none">○ FW seconded○ Motion passed unanimously• PW moved to approve the minutes from 3/13/18 meeting<ul style="list-style-type: none">○ FW seconded○ Motion passed unanimously

<p>Disaster Preparedness</p>	<p>Marshall Thadani Lane</p>	<ul style="list-style-type: none"> • Active Shooter Drill planning 4/23 & 4/24 • Resource guide follow up • What to do in case of emergency flyer(Indra) 	<p>Discussion: Active Shooter Drill Planning 4/23 & 4/24</p> <ul style="list-style-type: none"> • AM is coordinating with campus police to organize the event <ul style="list-style-type: none"> ○ Training will include history, protocols, & what to do's ○ The district will run and plan the logistics of the training ○ Drill Details: <ul style="list-style-type: none"> ▪ Date: April 23rd & 24th, 2018 ▪ Time: 12-1pm & 5-6 pm ▪ Place: The Forum ○ RSVP is recommended for students, but is not mandatory • GP mentioned a company that runs live active shooting drills <ul style="list-style-type: none"> ○ GP will follow up with Royle Roberts to discuss the possibility of running one <p>Discussion: Keyless Entry</p> <ul style="list-style-type: none"> • Will be implemented for all doors on campus • Currently in beta testing at the art center and fieldhouse • Training for doors will be run in the fall <p>Discussion: Resource Guide Follow Up</p> <ul style="list-style-type: none"> • HL is still working on gathering information from the departments • HL recommends updating the Peralta District flip charts <p>Discussion: Emergency Flyer</p> <ul style="list-style-type: none"> • Indra Thandani is still deciding whether or not a flyer is necessary
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Committee Goals & Accomplishments	Wilson	<p>Review current committee goals and accomplishments and remaining actions for the year</p> <ul style="list-style-type: none"> • Determine Dates for Fall Semester Drills • Disaster Preparedness Supplies <ul style="list-style-type: none"> -Review Storage area -Replenish and Replace old supplies 	<p>Discussion:</p> <ul style="list-style-type: none"> • Determine Dates for Fall Semester Drills <ul style="list-style-type: none"> ○ Tabled till next meeting • Disaster Preparedness Supplies <ul style="list-style-type: none"> ○ Review Storage Area <ul style="list-style-type: none"> ▪ Still under review ○ Replenish and Replace Old Supplies <ul style="list-style-type: none"> ▪ \$5000 needed to replenish supplies ▪ No Budget available currently
Fruit Trees on Campus	Wallace	<p>Update</p> <ul style="list-style-type: none"> • Possible Locations: <ul style="list-style-type: none"> Near the Garden Inside the Garden • Purchase <ul style="list-style-type: none"> Urban Releaf 	<p>Discussion: Updates on Fruit Trees</p> <ul style="list-style-type: none"> • Proposal Need to be approved by the Board • Funding is pending <ul style="list-style-type: none"> ○ Urban Releaf is in the process of becoming a vendor
Off topic Notes:			<p>Discussion: Fall Goals</p> <ul style="list-style-type: none"> • Hold an Evacu-Chair Training prior to Fall Fire Drill • Develop a Health, Safety, & Security Guide to complement other guides <p>Discussion: End of the year Survey</p> <ul style="list-style-type: none"> • Will be emailed to committee members • Needs to be completed by April 20th, 2018 • Results will be discussed at the next meeting
Meeting adjourned			2:30pm

Next meeting: May 8th, 2018, 1:30-2:30 p.m., in T-750.