

DISTRICT COMMITTEE ON SAFETY
MEETING SUMMARY
March 21, 2018

PRESENT: David Moore
Tom Gallivan
Stephanie Barlow
Debbie Buffington
Nancy Buvinger
Pam Chambers
Alicia Edquist
Jose (Jay) Elarcosa
Hillary Mennella
David Tilahun
Patrick O'Donnell

ABSENT: Judi Holmes
Pilar Mata
Diego Melendez
Paul Stoner

GUEST(S): Luz E. Ocampo
Meeting Secretary

1. CALL TO ORDER

David Moore called the meeting to order at 1:05 p.m. in LC-135.

2. APPROVAL OF THE FEBRUARY 21 MEETING SUMMARY

The February 21, 2018 meeting summary was not drafted for approval. No action taken.

3. SHELTER IN PLACE DRILL

Chief Gallivan said he would be conducting an Active Shooter presentation on Monday and Tuesday, March 26th and 27th, two times on each day. Chief presented some flyers, and he asks that this be posted within the departments.

The Chief stated that on April 19th the college is having its first, campus wide, "Shelter in Place" drill at Cerritos College. This has been done for a few years at Fullerton College, Cypress College & Loyola Marymount. To prepare for the drill, faculty should have a key to their room; if they do not, they need to contact their division office. Faculty and office personnel will be receiving a pocket Active Shooter card, USB drive and instruction card. The USB drive will provide the "Run, Hide, Fight" video to be shared with students by the instructors. This drill will be done twice on this day, once at 10:19am and again at 7:19pm. The Chief briefly shared the timeline for this drill: At 10:19 there will be a PA announcement indicating that the drill has begun. To simulate the "Hide" response, seek shelter, lock the doors if possible, and turn down ceiling lights and cell phones. Then about 5 minutes later, faculty and managers will show the "Run, Hide, Fight" video in classrooms and other designated areas. About 10:39 the drill will conclude. The focus of the drill is education and simulating the shelter in place. For students not in classrooms or buildings, Campus Police will be visible on the campus. Chief Gallivan is hoping to have this drill every year. David Tilahun asked that during this event should the small window on their door be covered for

this event. Chief Gallivan replied yes. Alicia Edquist asked how did this drill came about. Chief Gallivan said he believes most administrators decided to have this type of drill due to the recent events with school shootings. He stated that even though it brings disruption to the education process, it is seen as necessary to educate and prepare our stakeholders. Chief Gallivan said that we are ahead of a lot colleges but behind some others on this. Nancy Buvinger said that you truly do not know when and where it will happen.

4. ITEMS FROM THE FLOOR

David Moore said that there were no new Safety-Snap reports to share at this time. After the new website launch, the Safety-Snap has fallen off the front page. He stated that he will need to talk with Miya Walker on this. David Moore also mentioned that the Flip Chart is out for production. Pam Chambers asked about the status of the office self-evaluations of the walk through that was requested by Dr. Flores-Church last year. Nancy Buvinger asked if she had a copy and Pam Chambers said no, that she gave it to Dr. Flores-Church. Stephanie Barlow said she had her copy and could provide it to Nancy.

David Moore said he wanted to note that almost all classrooms and labs will be able to be locked with a key from the inside for the Shelter in Place drill; but that some offices and individual spaces may not be able to be locked but can be barricaded. All new buildings, starting with the LA/DSPS building, have thumb locks installed on the inside of offices so that they can be locked from the inside. Jay Elarcosa asked where the Safety Minutes are located on the website. David Moore replied that they may be a little behind because of the web site migration. He stated he will check and get back with Jay.

Alicia Edquist asked about why no nixle alert was sent out when the woodshop had a fire inside. David Moore said that Tom Gallivan will need to be asked that question.

5. NEXT MEETING DATE – APRIL 18, 2018

The next meeting is scheduled for April 18, 2018 in LC-135.

6. ADJOURNMENT

The meeting adjourned at 1:45 p.m.