

DISTRICT COMMITTEE ON SAFETY  
MEETING SUMMARY  
May 15, 2019

**PRESENT:** David Moore  
Tom Gallivan  
Stephanie Barlow  
Debbie Buffington  
Alicia Edquist  
Judi Holmes  
Patrick O'Donnell  
David Tilahun

**ABSENT:** Nancy Buvinger  
Karla Duarte  
Jose (Jay) Elarcosa  
Omar Gutierrez-Rocha  
Pilar Mata  
Hillary Mennella

**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-51.

**2. APPROVAL OF THE APRIL 17 MEETING SUMMARY**

The April 16, 2019 meeting summary was approved. Judi Holmes abstained

**3. DISCUSSION OF THE SHARED GOVERNANCE SURVEY**

The committee discussed the annual self-evaluation report that is completed each year. After a few minutes of brainstorming, the questions were answered and two goals established for the next year:  
Evaluate and update the emergency posters.  
Evaluate and update the evacuation plan.

**4. MEMBERSHIP TERM**

David Moore mentioned that the terms for the Safety Committee members will expire in July 2019. He stated that although some current member terms may be expiring, they are all welcome to recommit for another three years to serve on the committee. He said he would send out a request for committee members to the following groups – CCFF, CSEA, AACME and Student Services next week.

**5. ITEMS FROM THE FLOOR**

David Moore asked Tom Gallivan to give the committee a brief on the Shelter-In-Place drill that took place last month. Tom Gallivan said it went well and there was no negative feedback. He mentioned that some students reported that some instructors ignored the drill. Tom Gallivan asked the committee if they had an issues with getting access to watch the video and the committee responded that they had none. There were no other items from the floor.

APPROVED

6. **NEXT MEETING DATE**

The next meeting is scheduled for June 19, 2019 in LC-51.

7. **ADJOURNMENT**

The meeting adjourned at 1:35 p.m.