

DISTRICT COMMITTEE ON SAFETY  
MEETING SUMMARY  
May 16, 2018

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

**ABSENT:** Daisy Castellanos  
Pam Chambers  
Judi Holmes  
Pilar Mata  
David Tilahun

**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 18 MEETING SUMMARY**

The April 18, 2018 meeting summary was approved.

**3. SAFETY SNAP UPDATE**

David Moore reported that there was only one Safety Snap report last month. It was regarding a student complaining that a man was staring at feet near the bus stop on Alondra Boulevard. Tom Gallivan said that although this was not the best method for this kind of reporting, it is a good way to communicate. Campus Police responded and contacted the Norwalk Sherriff department. Tom Gallivan also said an "Alert" was sent via email stating that there was a man peering over the stall in the men's restroom at the BE building, but when approached the individual fled. Furthermore it was reported via email that there was a man soliciting sexual favors at the men's restroom at the LRC building. A safety alert was put out through Nixel to alert students and staff of this incident. There is currently an ongoing investigation for these incidents.

**4. SHELTER IN PLACE DRILL UPDATE**

David Moore said that Tom Gallivan would now give us an update on the recent drill. Tom Gallivan said that this was the first one conducted at Cerritos and he hopes to do this drill every year. He said people took the time to send an email whether to praise, voice concerns and issues, or to provide some type of feedback. Overall it was a good educational experience. Nancy Buvinger asked if there was a survey sent out regarding the drill. Tom Gallivan said there was and they are in the process of compiling the results. Patrick O'Donnell said the some faculty had mentioned that they could not get the video to run off the "thumb drive" that was provided to them. However, they were able to view the video on the website.

Tom Gallivan said this next item is unrelated but wanted to ask the committee to let their co-workers know to complete the AQMD Rideshare Survey that was sent out. This is a mandatory survey by AQMD. The college needs to turn in a certain percentage of carpool or other related alternative transportation or the college can be fined up to \$60,000. Jay Elarcosa asked what the percentage is that is needed and Tom Gallivan responded that it should be a little over 60%. At this moment we are at about 40%. Alicia Edquist asked if there has been any difference in participation when sending it out by paper verses email. Tom Gallivan stated he didn't know but again responded that he is hoping for at least 60%.

David Moore noted that the Shelter in Place Drill was really geared to the classroom, and some staff expressed interest in preparing for offices areas, conference rooms and other spaces. We need a little broader type of training exercise. Tom Gallivan said this was an educational tool that is done once a year and that everyone watches the video or goes somewhere to see the video. What you observe & hear at the time of the incident tells you whether to shelter in place or run. David Moore asked how the evening drill went. Tom Gallivan said that he did not hear much feedback at this time. David Moore said the drill was a good 1<sup>st</sup> step and it will only get better.

**5. ITEMS FROM THE FLOOR**

David Moore said he would like to invite Keenan back to do a presentation on workman's comp and claims over the summer. He gave an update on payphones – out of 8 there are three (3) that are going to be removed in the next week; they are located at the Stadium, Student Center and by the LRC. Patrick O'Donnell mentioned that there was no dial tone on the pay phone by the COW bus pick up point. Jay Elarcosa asked if the pay phones on campus get any use. David Moore replied that the philosophy is that they want to provide a "landline" in case someone does not have a cell phone. Alicia Edquist asked if you can dial "911" from them. Patrick O'Donnell said he thinks you can but it does go through to Norwalk. He really does not know but Chief Gallivan may know better after he tests them.

Alicia Edquist inquired if there will be any safety measures for the upcoming commencement. Tom Gallivan said that there will be 15 cadets and high police visibility throughout the event. We do a bag check and will have officers patrolling the parking lots. Hillary Mennella also said that there would be two (2) first aid stations, one on each side.

**6. NEXT MEETING DATE – JUNE 20, 2018**

The next meeting is scheduled for June 20, 2018 in LC-51.

**7. ADJOURNMENT**

The meeting adjourned at 1:45 p.m.