

VENTURA COLLEGE
Safety and Wellness Committee – Minutes-DRAFT
Campus Center Conference Room
March 15, 2016

Present: Staff: David Bransky, Lucy Capuano, Eileen Crump, Mary Jones, Peter Martinez, Sandy Melton, Martin Navarro, Kelly Neel, Mike Pallotto, Angeles Rodriguez, Susan Royer, Student: Cathleen Huff, Tim Harrison by conference phone.

Recorder: Maureen Jacobs

Minutes:

| Agenda Item | Summary of Discussion | Action if Required | Completion Time | Assigned to: |
|---|---|--|---------------------|--|
| OLD BUSINESS | | | | |
| Safety List/M & O/Safety Screening Forms | <ul style="list-style-type: none"> Traffic/Signage: Brian will be working on the West Lot on Friday and Spring Break, due to traffic during the week. Mike has put up some temporary signage. Saliha is still having problems with classroom lights. Regarding the LRC, Martin confirmed that it's on Brian's list to paint the corners bright yellow and grind the corners using dust control on the platform in the foyer. | <p>Completion of traffic arrows and signs.</p> <p>Paint and grind corners of platform in LRC</p> | After Spring Break? | <p>Martin Navarro/Brian Stimson</p> <p>Brian Stimson</p> |
| Campus Police | <ul style="list-style-type: none"> Mike reported on various problems including a student watching porn in the library. He mentioned and Lucy elaborated on the 3/16 THINKB4UDRINK event by the VC Psychology Club. There is a flyer in our mailboxes with more than 12 scheduled events. Last week Mike was aware of more use and sales of drugs. Mike asked us to report. He said that VC students were targeting El Camino and Foothill students. There were arrests and it went through the BICT Team. There is a new smoking area and CP has cameras focused on it. | | | |
| NEMS | Mary reported on the Table Top exercise with Wendy Milligan. | | | |
| NEW BUSINESS | | | | |
| Evening Concerns | <ul style="list-style-type: none"> From David Bransky we learned that there have been lights out from the Bookstore through West Campus Way and the parking lot. Martin said that Sal will review tonight. He said that Sal found a problem, that it was a human error. He's been trying to troubleshoot it and find the origin. Both the contractor and F M & O are at "fault" and working on it plus three more. | Repair lights from Bookstore to West Campus Way and the West lot | ASAP | Sal Galaviz |
| Review of Safety Plan/Building Monitors | <ul style="list-style-type: none"> Sue spoke about the safety plan and urged all to read it and send her suggestions. | Review Safety Plan | | <p>Group</p> <p>M Jacobs</p> |

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| | <ul style="list-style-type: none"> • Peter Martinez said we need to extend the Safety Plan to VC Santa Paula. • Kelly spoke about Building Monitors being the same as the building's Emergency Coordinators and asked if we need a competency list. • Tom O'Connor checked all the evacuation chairs and trained classified staff at the Classified Retreat. • We need the generator list. • Building Monitors need to wear vests. If you have your vest on, people will know who you are. • All the buildings that have more than one floor have chairs have evacuation chairs. • Building Monitors need to know where things are located. | <p>Send floor plan to Peter Martinez</p> <p>Obtain list of generators</p> <p>Give Evac Chair info to Building Monitors</p> | <p>Before 4/19/16</p> | <p>Sue or Mary</p> <p>Tom O'Connor</p> |
| Drills | <p>Sue and our group discussed drills:</p> <ul style="list-style-type: none"> • We should have drills two times per year and it should include evacuation. • The fire drill should be 10 minutes before the end of class. • At the Shake Out, only 50% or less participated. • Angeles reported that faculty says things like "Don't worry; it will stop in a minute." • Mary asked if there could be any consequences for not participating. <ul style="list-style-type: none"> ✓ YouTube clips ✓ BICT report ✓ Pictures of those who did evacuate, participated-positive ✓ Peter agrees with the promotional/positive part, but we need consequences for not participating. • Our administrators should come by and check. | | | |
| Smoke-Free Campus | <ul style="list-style-type: none"> • Lucy asked if we could make VC a "Smoke Free" campus. Mary can make the suggestion and it will go up to the President-Executive Branch • Mary said that at Moorpark College Students are reported through BICT, then suspended and/or fined. | | | |
| Next Safety Meetings FY 15-16, 2-3:30 PM | Tuesday, April 19, 2016 | | | |