

NORCO COLLEGE SAFETY COMMITTEE

MEETING MINUTES Monday May 9, 2016

In attendance: Sgt. Richard Henry (Co-Chair), Lisa McAllister (Co-chair), Vanessa Acosta, Emile Bradshaw, Mark Hartley, Tricia Hodawanus, Dan Lambros, Shirley McGraw, Steve Monsanto, Carmen Parra, Chris Poole, Sherry Stone, Stan Tyler, Monique Rodriguez (Recorder)

Topic 1: Approval of Minutes – Main Speakers: Lisa McAllister

Contributing Speakers: N/A

Table March Meeting Minutes Approval – No quorum

Topic 2: Supply Order – Main Speakers: Lisa McAllister

Contributing Speakers: N/A

Our safety/survival supply order is in. Lisa will be working with James McMahon to complete the move of all supplies to a new, secure, temperature controlled location in the Operations Center. We will also be filling the water jugs tomorrow 5/10/16. Lisa will begin logging all materials, amounts, their locations and expiration dates. It is still unknown who will take control of this project. A new hire for facilities may be able to take over this role but as of now Lisa and Monique will maintain the list. Our total order for this years' supplies came to \$3063 and was purchased with contingency funds.

Topic 3: SWOT Analysis – Main Speakers: All attendees

Contributing Speakers: All attendees

SWOT Analysis Completed.

Topic 4: Safety Walks/Facilities Update – Main Speakers: Steve Monsanto

Contributing Speakers: N/A

There will be changes coming down the pipeline. Beth would like to restructure the way safety walks are currently done. As of right now safety walks are completed business as usual with no current issues.

There is a new fire marshal for the county and will be coming onto our campus for a walk through. He will be giving us a complete report of any safety issues he sees although, they will be mainly fire safety related.

We are working on trying to fix all of Third Street but there is a requisition waiting for approval to fix the road by the u-turn at the end of parking lot D.

Topic 5: Recycling Bins – Main Speakers: Mark Hartley

Contributing Speakers: Steve Monsanto

We currently have 6 students who are volunteering their time to go and pick up Blue Bins but they do not have the keys for the offices and if no one is in the office then it doesn't get picked up and can get overflow quickly. There is a company we are in talks with who have school programs where they will customize what we would like recycled; paper, bottles, cans, aluminum etc. There would be 6 bins on campus and offices and departments would be responsible for taking their recycling down themselves. This will also help us to generate revenue as each bin will have a school appropriate advertisement on it. These ads would generate \$300 a month that will go toward growing the recycling program. Athens Waste picks up our recyclables. There is a revenue stream that comes with that as well but the amounts varies and is unknown at this time. Our goal is to have this program implemented by September of this year (2016). Until then please call or email Mark when your bins are full and he will do his best to send an ASNC student to pick it up for you.

Please be sure not to mix your recyclables with any papers with sensitive student information on it. Any papers with student information on it must be shredded prior to recycling. It is a goal later to place a shredder next to every bin to make it easier to recycle and shred sensitive information at the same time. Our next goal after implementing the recycling program is to create a mainstream paper shredding program/system.

Topic 6: Around the Table

Lisa McAllister: BFPC has approved the Emergency Operations Plan (EOP). ISPC presentation has been done and hopefully by May 24, 2016 the presentation will find its way to the Chancellor and be on the agenda for the next Committee of a Whole.

Governor Brown just signed into law effective June 9, 2016 there will be a 21 years of age minimum to purchase tobacco/vape products.

Not too far behind in the works is to make all college and university campuses smoke free. We will need to update/purchase new signage if and when this comes into effect. Even though this new law is in the works, once it is passed, it will still have to go through board approval for a policy change before we can enforce it.

Sherry Stone: RACEES Trainings Thursday at RCC City Campus. Threat assessments/management groups/white papers develop a plan.

It is also now required for the campus to have a chemical hygiene plan as well as a blood born pathogen plan. Those need to be developed ASAP.

Meeting Concluded