

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
DISTRICT SAFETY & SECURITY COMMITTEE (DSSC)**

MEETING MINUTES
Friday December 13, 2019

ATTENDEES

Czerniak, Justin
DiSalvio, Sean
Esqueda, Monica
Gates, Shauna
Gonzalez, Evelyn
Hartley, Mark
Oh, James

ABSENT

Aldasoro, Andy
Collins, Michael
Goldware, Rebecca
Hicks, J. Marie
Jones, Nathaniel
Kazsuk, Tracy
Moore, Frankie
Segura, Gustavo
Sellick, Mark
Taube, Rhonda
Vincent, Eugenia
West, Chip

- Meeting *called to order* by Monica Esqueda at 2:35 p.m.

- **CONSENT CALENDAR**

NONE

- **DISCUSSION/ACTION ITEMS**

NONE

- **INFORMATION/DISCUSSION ITEMS**

- The Great Shake Out

- Feedback from those that participated in The Great Shake Out was overall positive. Notifications went out via text and twitter as to not disturb those in finals.

- One Button Lock Out Initiative & Alarm System Update

- There is one fully operational flip switch located in the President's office at RCC that is currently being tested. The switch will deactivate the swipe card panel on the outside of the room so that during an emergency even those with swipe card access will not be able to gain entry. The cost of these is about \$12 per door, not including labor but they can be installed in house.
- Norco Stem Center is the last panel to be switched over from AVCOM to NSW.
- Next meeting Monica Esqueda will provide Fire Watch procedures.

- Safety Committee Updates

NONE

- Safety Inspection Ceramics Area RCC

- There are Chemicals in the art building that are not been handled correctly, the area has been inspected and there were recommendations given on how to clean the area. The Art Department, Facilities, and possibly even a third party will team up to correct these issues soon.

- Safety Net

- Safety Net is a company that comes to each campus location to do environmental and chemical inspections that notify us of any OSHA violations. After the inspection, a work order is made to document and fix the issues and then a meeting is scheduled to discuss it. MOVAL's last inspection was in 2018, James Oh will look into scheduling the next one. Justin uses JPA rather than Safety Net but will look into switching for uniformity purposes.

- District Injury & Illness Prevention Program (I&IPP)

- At this time the DSSC is pushing the I&IPP forward due to the fact that it is state mandated. Monica Esqueda will send one last email to the CSEA to inform them and see if they have any further questions.
- The concerns regarding the amount of trainings per employee has been addressed. The reason there are so many is due to the initial roll out of the program. Once this first set of trainings is finished there will only be about 2 trainings a year per employee.
- It has also been established that employees without computers do have alternative options to complete their training.

- Emergency Operation Plan

- The EOP was created in 2015 and then never made it through shared governance in 2016 because it is so much information. Monica Esqueda broke the EOP up into sections and assigned different departments to each. The plan is to have the EOP completed by February. One of the items of the plan was discussed which was the Campus Closure Plan.

- Agenda Items Added from the Floor

- Mehran and Monica will discuss emergency procedures for buildings in which the HA/VAC systems cannot be turned off.
- Sharps procedures have been posted on signs in all bathroom stalls at Norco according to Mark Hartley. The new procedure is to take sharps for disposal to the health center during business hours and then to police after hours. James Oh will work on signage for bathrooms at Moreno Valley. Police will need sharps boxes from Cintas.

- **Meeting adjourned at 3:15 p.m.**