

# Safety Committee Mtg. Notes 4/29/08

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Attendees: Vickie Nunes, Phyllis Lucas-Woods, ????????

## ***Construction Update Presentation – Alex Acenas***

Postponed construction update until 5/20/08

## ***Update on the District Emergency Preparedness Training Proposal***

Joe Horton worked with Sheriff's Department

- a. contracted by District to do trainings at all three colleges
- b. try with County partners in August
- c. Layout of EOC

Phyllis Lucas-Woods handed out Building 9, 2<sup>nd</sup> floor emergency procedures for discussion

- a. emergency evacuation procedures posted by doors
- b. set-up emergency procedures
- c. discussion re: emergency procedures
- d. Phyllis will ask President Mohr to send out message regarding emergency test messaging

Mike Tyler took us down the hall to see the location of the EOC and Carillon System - 9-161

Danny Glass showed the map that (??) (??) with for Fire Department and the Sheriff's Department that shows fire hydrants, nox boxes, Building numbers. This will be used by the Redwood City fire Department, Woodside Fire Department and the San Mateo County Sheriff's Department.

## ***Update on Status of Tasks***

- ***AEDs from Pamela Kurtzman***
  - ***Mounting of Cabinets – Danny Glass***
- ***Evacuation Chairs***
- ***911 Evacuation Postings***
- ***Review of EOC Box Contents***
- ***Review of EOC Floor Plan***
- ***Update on Alternate EOC Location***

Danny Glass needs information where the AEDs need to be mounted

- a. should chairs and AEDs be in the same location
- b. Cindy Mak has an AED
- c. one in the Health Center
- d. Administration Assist to VPSS will be responsible for battery replacement for all AEDs
- e. Mounted in cabinet new AEDs and 2 portable + four existing
- f. Debbie Joy will identify how many and where they are located
  - i. May 20<sup>th</sup> meeting Debbie Joy will provide list
- g. Will review where cameras located so can possibly be monitored
- h. if 911 evacuation procedures are needed, contact Debbie

Risk & Vulnerability Assessment Survey from State Chancellor's Office is due  
Pete Katsumis will make changes to the survey

Develop text messages for different scenarios

Who is authorized to send emergency text messages?

***Next meeting*** – May 20