

Cañada Safety Committee Meeting  
Minutes  
Tuesday, March 17, 2009

In attendance: Vickie Nunes, Lesli Sachs, Danny Glass, Debbie Joy, Linda Hayes, Kathy Smith, Nancy Wolford, Gary Hoss, Carlene Gibson, Avery Bundage, Jennifer James

1. Campus Construction Update – Avery Brundage

- a. Speed bump will be placed at top of hill on Campus Circle
- b. Circular planter at top of Campus Circle is schedule to be planted with a multi-trunk oak tree. Committee is to draft a letter to the district disagreeing with this and suggesting low shrubs since this is a visibility impediment and a line of site issue. (letter sent 3/20/09).
- c. Granite block seats will be placed in between the trees in front of the theatre.
- d. Gateway project: Campus Circle entrance and bus route should be open for use in 8-10 days as soon as the cement cures. Trees and shrubs are being planted now.
- e. Discussion: What type of stop/yield signs will be in place (safety and liability issue)? Currently, there is a stop sign near the circular planter at top of hill for traffic leaving campus. Yield sign has been suggested for this location. Stop sign needed at bus stop and at ADA access so traffic will stop for students. Signs are approved by the board. Jennifer James to follow up with our suggestions.

2. Cañada Street Signs Update – Jennifer James

Farm Hill Loop Road changed to **The Loop Road**

College Circle Road changed to **Campus Circle**

Cañada West Entry Road changed to **West Entry Drive**

- a. Jennifer handed out a campus map and draft of approved signage names and locations (see last page of minutes). Signs will be standard stop signs with street signs above. The exact location for sign number 4 is still being determined. Once exact wording and locations have been determined Jennifer will email Redwood City and Woodside the information and locations.
- b. Road names were brought up at college council. Names were checked in the county database to make sure the name was not already taken.
- c. Discussion: possible signage for “Fire Lane West” and “Fire Lane East” needed. Jennifer to follow up.

3. Updates:

- a. Railing outside of building 16-  
This has been measured and the railing will be installed soon.
- b. Non-stick strips on metal utility plates-  
Danny will paint these plates with non slip paint
- c. Health Center’s AED-  
New AED has been purchased and will be here soon. To be mounted in the Health Center. Leslie would like training scheduled for all first responders.
- d. Alternate EOC -  
The alternate EOC location has been changed to the lower level of building 8. This is the conference area and it has all the wiring needed for an EOC.
- e. Parking Permit Machines-

Are being installed today. Signs are needed to inform students of machine locations and signs needed on machines to state “no change given”. Machines are in lots 1 (2 machines), 7, 6.

4. Report on District Safety Committee/Public Safety Staff Meeting – Debbie Joy
  - a. 2 Public Safety Officers will work at Cañada 7:00-3:00 3:00-11:00 (Johnny Collins has been hired for the 7:00-3:00 shift and Tommy Reyes has been hired for the 3:00-11:00 shift)  
Discussion: 2 officers M-F. Saturday there will be 1 officer. Eventually there will also be a chief on each site bringing the amount of officers to 3 and an office assistant for the substation. The committee voiced its concern with regards to whether or not there is enough work to justify this many officers and the additional budget dollars needed to support 4 salaries. Salaries are to be paid by District Office.
  - b. CSM Public Safety Officer will patrol Cañada at night
  - c. Consolidation takes place officially July 1 – all officers will have the same uniforms, badges, & patches
  - d. Parking tickets will be increasing by \$5.00  
Vickie said rates are going to increase by \$10 and that the state sets the fee rates.  
Discussion: regarding ticketing 24/7 including Athletic home games, events and rentals. Other colleges require all visitors to purchase a parking ticket. Debbie will follow up with further information for discussion?
  - e. Video Surveillance signs will be placed on Building 2, 13, 9, 16, 18, 22  
Signs also needed for building 1 and 8.
  
3. Reminder - March Emergency Preparedness Exercise – Debbie Joy
  - a. Classroom Instruction – Wednesday, March 25<sup>th</sup>, 8:00 – 12:00 (everyone included)  
This will be in building 9 Library in room 312
  - b. Table Top Exercise – Thursday, March 26<sup>th</sup>, 8:00 – 9:30  
In building 9-154 the faculty lounge
  - c. EOC Exercise – Thursday, March 26<sup>th</sup>, 9:30 – 1:00 (everyone included)
  - d. Radios – campus now has 6 UHF radios for the EOC
  
4. Other  
Send agenda items for next meeting to Nancy and Debbie
  
5. Next Meeting – May 5 (changed because Debbie would not be available for April 21 meeting)

# RWC Standards

Size / color

PAGE 1 of 2	DATE 3-11-09	CANADA COLLEGE STREET NAME SIGNS
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CANADA RD

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WEST ENTRY DR

CAMPUS CR

STOP

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CAMPUS CR

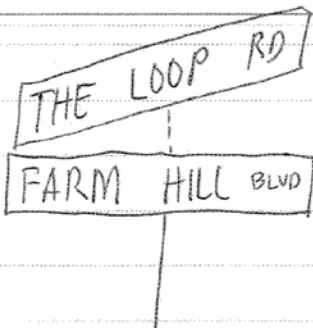
THE LOOP RD

STOP

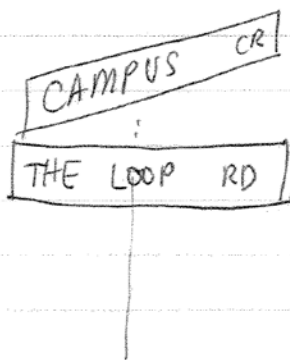
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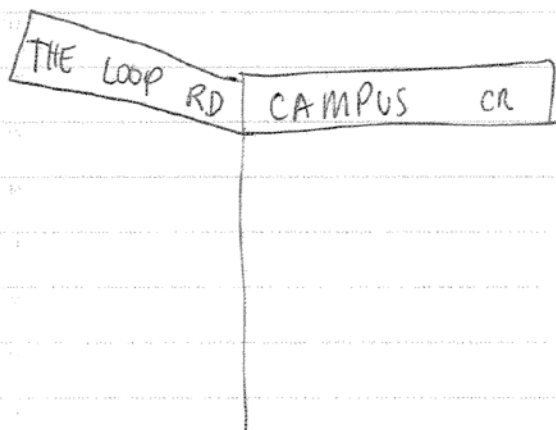
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