

Health & Safety Committee Minutes

Monday September 24, 2018

3:30 p.m. - 4:45 p.m. in MUB140

**Committee Members Present:** Aaron Holmberg (Co-Chair), Vanessa Miller (Co-Chair), Jane Ernstthal (faculty), Kate Charlton (faculty alternate)

**Committee Members Absent:** Beth Freedman (faculty member), Tracee Wong (faculty member), Leilani Battiste (administrator member), 2 Administrator vacancies, 3 Classified vacancies, 3 Student vacancies

**Also Present:** Guadalupe (Lupe) Gutierrez (classified visitor)

- I. Holmberg called the meeting to order at 3:32pm.
- II. Agenda adopted by mutual agreement of those in attendance.
- III. Considered quorum. Based on design from PGC, quorum is eight. There are not eight persons with appointments to this committee, so quorum cannot yet be obtained. Minutes cannot be approved without quorum.
- IV. Reviewed previous meeting and vacancies.
- V. Discussed the following topics:
  - a. What to do with expired IV practice bags
  - b. Clinical placement contracts and needle sticks
  - c. Signage for first aid kits
  - d. Police coverage for evenings at JAD and Gough
  - e. Funding, maintenance, support, and training for AEDs
  - f. Mass notification system improvements
  - g. Fire/evacuation drills - "Where would you go if?"
  - h. Evacuation assembly location signage
  - i. Door securitization
- VI. Confirmed future meetings.
  - a. Monday, October 15, 2018: 330-5pm in MUB-140. NOTE: starts 30 minutes later than usual.
  - b. Monday, November 26, 2018: 3-430pm in MUB-340. NOTE: different date and location.
  - c. Monday, December 17, 2018: 3-430pm in MUB-140.
- VII. Adjournment: Co-Chair Aaron Holmberg adjourned the meeting at 4:46 p.m.

Submitted by:  
Aaron Holmberg, Co-Chair