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Solano Community College

Safety Committee

February 14, 2019 @ 0900 hours
Denis Honeychurch Board Room 626
Fairfield Campus, CA 94534

Safety Committee Members in Attendance: Greg Brown, Danielle Gonzalez, Myron Hord, Dwayne Hunt, Jim Petromilli, Brian Travis

Absent: Robert Diamond, Jacob Hinkle, Jeff Lehfeldt, Christie Speck,

Guest(s): Dani Gonzalez was present for John Siefert

1. **Announcements:** Brian Travis welcomed members. Meeting started at 0905 hours.
2. **Current Events/Concerns:**
 - a) Brian Travis provided the committee with his report from a visit he did to Canada College on January 24, 2019, to observe their campus lockdown drill. The lockdown drill went well for Canada College. Canada has an indoor and outdoor PA system that is integrated into their "Schedule Delron" equipment that will allow them to do pre-recorded emergency messages or make live announcements. For this drill, Canada played their pre-recorded lockdown message. The message was transmitted to their indoor and outdoor PA system and it worked as planned. Brian Travis observed classroom doors being shut and blinds closed after the message was heard on the PA system. It appeared everyone in classroom and offices heard the message. A pre-recorded message was sent out through the same system to announce that the drill had ended.

The committee agreed that Solano Community College needs to develop and integrate a similar PA system at all of our campuses. Victoria Lamica said she would reach out to Statewide Association of Community Colleges (SWACC) to get an assessment of what we will need to get this PA system in place for all of our campuses. She will provide her findings to the committee once she hears back from SWACC. Myron Hord will also check with Richard Cross to see if our current fire alarm system can be integrated into the new PA system.
 - b) Brian Travis brought forward a concern from Jeff Lehfeldt, who was not at this meeting due to a conflict with his schedule. The concern was the driveway between parking lots 4 and 6 is not clearly marked or defined so drivers believing they are parking in valid parking stalls are actually blocking the driveway leading to facilities' maintenance yard behind building 1900. The committee recommended the affected area be slurry sealed and re-stripped so the driveway is clearly marked to avoid confusion. Myron Hord said he will ask Jason Ji to work on getting a bid/quote for this project.
 - c) This item of Solano Community College needing an overhead PA system was addressed in (a) listed above.

3. **Old Business:**

- a) Brian Travis presented Dwayne Hunt with the draft building coordinator plan for him to review and start to identify building coordinators for all campuses. Danielle Gonzalez volunteer to assist Dwayne Hunt until Rischa Slade returns from her medical leave.

4. **New Business:**

- a) A new PA system for Solano Community College
- b) Slurry seal/re-stripping of driveway between parking lots 4 and 6

5. **Future Meeting** – March 14, 2019 at 0900 hours / Pam Keith Conference Room.

6. **Adjournment** – We adjourned at 0951 hours