



**LPC Mission Statement**

Las Positas College is an inclusive learning- centered institution providing educational opportunities and support for completion of students’ transfer, degree, basic skills, career-technical, and retraining goals.

**Charge of the Committee**

- ❖ Studies, reviews, and recommends regulations and procedures relating to the physical safety (to include environmental and physical hazards) of staff and students.

**Meeting Name**

Chair: Supervisor of Campus Safety, Sean Prather (non voting) not present

Director of Student Health Center: Tricia Gonsman, MSN FNP-C

**Members Present**

- Faculty**  
 David Everett  
 Sebastian Wong  
 Megan Swanson-Garoupa

**Classified Professionals**

- Michael Sugi  
 Frankie Danner  
 Gary Wilkes  
 Amanda Ingold

**Student representation**

Simardeep Pajetta

**Administrators**

- Angie Lopez  
 Diane Brady

**M&O Representative**

**Other(s) present**

# HEALTH AND SAFETY COMMITTEE

Nov. 5, 2018 | 12:30 p.m. to 2:00 p.m. | Room 2411A

**Meeting Minutes**

1. Call to order-Michael Sugi opened the meeting at 12:40 p.m. Each person present introduced himself/ herself.
2. Review of the agenda  
 The agenda for November 5, 2018 was approved, motion made by Megan and second by Sebastian.
3. Review of the minutes  
 The minutes from the meeting held on Oct. 08, 2018 were approved, motion made by Megan and second by Sebastian.

**4. Campus Safety reports**

1. Sugi reviewed the campus safety reporting statistics for the month of October 2018.

incident	total	percent
Informational	5	36
Medical	8	57
415.5(A)(3)	1	7

A question was asked about the incident listed as 415.5 (A)(3) and Sugi responded this was two people engaging in a verbal argument trying to provoke one another.

2. Fire drill recap- The Campus Safety Supervisor had received two emails with suggestions in regards to the fire drill, other than that our office has been receiving positive feedback.

Gary has some items that need to be addressed that are specified to the science labs.

Diane Brady mentioned to the committee that the office of the President has been collecting comments and feedback from the fire drill and it may be possible to review those at the next meeting.

3. Great Shake Out- This year the Chabot Las Positas Community College district participated in this national event. This was a great test of our emergency notification system. The system worked and had no delays. The goal was to keep the drill and the Great Shake Out drill short around 15 minutes to keep the disturbance to the campus at a minimum.

Megan commented that her class did not see any fire strobe alarms going off as the announcement was made about the Great Shake Out.

**5. Health Center Reports**

Tricia provided a handout with the statistics for the student health center for the month of October 2018

Walk ins	BHS	Medical Visits	Triage
127	104	254	6

Free HIV and HEP C test will be available through Aids Project east Bay (APEB), November 15, 2018 from 10am-2pm at the Student Health Center.

Patricia also updated the committee that there is more time available for students to work with the MFT from 2-3pm.

Megan informed the committee that she had a few students that she encouraged to utilize some of the services offered at the SHC and the students provided positive reviews about their experience and services received at the SHC.

**6. Old Business**

During the flex day Campus Safety supervisor Sean Prather held a presentation as it was suggested at a previous Health and Safety committee meeting to speak about the emergency flip charts. The flip charts are about 80 percent installed on the campus with only a few more areas of instruction needed the chart installation. Sean and Officer Sugi have been coming in on Sundays to install the charts so to avoid interrupting classes that are in session. About 20-25 people attended the flex day presentation.

**7. Good of the Order**

- N/A

**8. Adjournment**

Meeting adjourned at 12:58 pm as the campus was experiencing a power outage.

Next Meeting dates:

December 10, 2018

January – no meeting

February 11, 2019

March 11, 2019

