



### 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.

### Non-voting member

Chair: Supervisor of Campus Safety,  
Sean Prather

Frankie Danner-Support

### Voting Members: Quorum 4

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

#### Faculty Members

Drew Patterson  
Daniel Marschak

#### Classified Professionals

Gary Wilkes  
Michael Sugi

#### Student representation

Frank Polanco

#### Administrators

Diane Brady

#### M&O Representative

n/a

Other(s) present non voting

Sebastian Wong

# HEALTH AND SAFETY COMMITTEE

Dec. 9, 2019 | 12:30 p.m. to 2:00 p.m. | Room 1687

## Meeting Minutes

1. Call to order  
Sean Prather opened the meeting at 12:35p.m.  
Quorum met
2. Review of the agenda –Motion to approve agenda made by Sugi, second by Drew. Motion carried
3. Review of the minutes –  
Motion to approve November meeting minutes made by Patricia, second by Gary Motion carried
4. Campus Safety reports
  - 4.1 Stats for the month of Nov. 2019 there were 8 reports total
    - Student code of conduct: 2
    - Informational: 3
    - Medical: 1
    - 415.5 Disturbing the peace: 1
    - 20002 Damage to propertySean discussed the stats with the committee. The damage to district property was a light pole struck by a vehicle. The student code of conduct cases were sent to the VP. The 415 pc disturbing the peace was someone yelling at the AR staff member.
  - 4.2 Update on the campus-rekeying project
    - This is not a campus safety project this is being led by Maintenance and operations department, Walt Blevins.
    - This is a district wide project.
    - The initial implementation date has been moved from the end of December 2019 to the beginning of January 2020.
    - The M&O department has all of the materials needed.
    - The change implemented will allow single key accessibility for classrooms. So one key will multiply classrooms to avoid needed several keys to open each classroom.
    - There was no cost associated with this change.
    - Majority of the work will be done at night to minimize disruption to class instruction.
    - The project should move relatively fast and should start at the beginning of the spring semester.
    - Faculty should receive their keys one week prior to the lock actually being changed out.
    - All keys will be issued at the Campus Safety office.

## Health Center Report

### A. Statistics

Medical: 98

BHS: 45

Walk-in: 82

Triage: 4

- Flu shots free for students / \$30 for staff.
- 238 Flu shots have been given out.
- Thursday HIV/ HEP testing, the health center assists approximately 10 students a month.
- The stats for the health center were lower as the Health Center has slowed down.

### 5. Old Business

### 6. New Business

### 7. Good of the Order

Sean informed the committee of the fact that campus had a fire drill on Friday Dec. 6, 2019 it went smoothly with the exception of the Safety office receiving multiple calls asking if the event was a real or a drill.

Sean also informed the committee that VP Brady is retiring. He expressed his gratitude for VP Brady's Support over the years to the Campus Safety department. He recognized her willingness to not only Make the campus a safety place for the students but also for the staff.

Adjournment

12:55 pm

Next regular meeting

Feb. 10, 2020

