



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

Safety Dept. Supervisor
(Chair; non-voting)

Sean Prather

Support

Frankie Danner

Director of Student Health Center

Tricia Gonsman

Faculty

Drew Patterson

Classified

Gary Wilkes
Michael Sugi

Non-voting Faculty

Sebastian Wong
Terry Johnson

Non-voting Classified

Administrators

Jim Yoke
Diane Brady

Student Rep.

HEALTH AND SAFETY COMMITTEE

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

Meeting Minutes

1. Call to order-Sean opened the meeting at 12:36 p.m. –quorum met
Introductions made around the table

2. Review of the agenda
Approval of meeting agenda motion made by Sugi and second by Sebastian

3. Review of the minutes

The minutes from the meeting held on May 13, 2019 were approved, motion made by Gary and second by Angela

4. Campus Safety reports

1. Sean reviewed the campus safety reporting statistics for the months of June 1st-August 31, 2019

June 1st to August 31st, 2019

Report Type	Total:ReportType	Incident Type	Total	Total Percentage
Case Report	11	OTHER : INFORMATIONAL	2	18
		OTHER : MEDICAL	6	55
		OTHER : SUSPICIOUS CIRCUMSTANCE	1	9
		PENAL CODE : 415.5(A)(2) - DISTURBING THE PEACE	1	9
		WELFARE & INSTITUTIONS CODE : 5150 - INVOLUNTARY DETENTION	1	9

Sean explained what an informational and suspicious circumstances report is. Most of the reports taken are from August once school resumed for the semester. The summers was quite with majority of our calls for service related to medical situations.

2. Sean reported to the committee that the campus will be practicing in upcoming fire drills, lock down drill and shelter in place drill. The fire drills are unannounced. Sean will be meeting with the executive staff to select dates for the drills. The goal is to select days and times that will have the least interruption of instructional time as well as offsetting the date and time of the last drill so that the drills are not always being performed on the same day of the week and times.

Last year the Campus Safety department combined two drills in one, the Great Shake out and a fire drill. A lot was learned from this drill. The Campus Safety department will not combine any other drills with the Great Shake out. The next Great Shake out will be Oct. 17, 2019.

Lockdown drills will always be announced in advance.

5. Health Center Reports

Medical: 84

Triage: 9

BH: 44

Walk ins: 56

Patricia reported the stats for the health center. The center was slow for the summer she reported. Current events are the STD awareness, STD testing, and blood drive. The blood drive will be in room 1726 on 9/12/2019 from 10am-3pm.

Patricia updated the committee on new policy changes as it concerns seizure action plans and medication storage.

- B1. The health center has done away with seizure action plan and will not accepted them any longer. The action plan was provided to the health center by the student in the past and was a set of instructions. The protocol is to call the campus safety office and then if needed the officers will call for medical services (911).
- B2. The health center will not be storing medication belonging to students any longer. Medication storage is usually performed in K12 settings, but the health center is a clinic and functions as one.

6. Old business

The design of the new evacuation signage is completed. In October, there will be a meeting to discuss installation.

There has not been any updates on the Campus lock change out and key conversations.

7. New Business

N/A

8. Good of the Order

N/A

9. Adjournment 1:24pm

10. Next meeting 10/14/2019