



ADOPTED MINUTES
Facilities & Environmental, Health and Safety Committee

Thursday, November 30, 2017
Location: Administration Board Room
Time: 12:50 p.m.

<p><u>PRESENT MEMBERS:</u></p> <p>Victor C. Torres, Chair Oscar Hernandez Cristal Mora Myriam Fletes Becky Green Rick Macken Carol Cortés-Ramirez Bill Gay Aaron Equihua, ASG Representative (<i>Alternate</i>)</p>	<p><u>NOT PRESENT:</u></p> <p>Dr. Lennor Johnson, <i>Excused</i> Genaro Ayala Steve Holt Rick Webster, <i>Excused</i> Ellena Garcia, ASG Representative</p> <p align="right"><u>Recording Secretary:</u> Saria Cardoza</p>
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VISITORS: Dr. James Patterson

I. CALL TO ORDER

Dean Torres called the regularly scheduled meeting of the Imperial Valley College Facilities & Environmental, Health and Safety Committee to order at 12:50 p.m.

II. APPROVAL OF AGENDA

M/S/C Macken/Gay to approve the agenda as presented.

III. APPROVAL OF MINUTES

M/S/C Macken/Cortes-Ramirez to approve the minutes from October 26, 2017 meeting as submitted.

IV. PUBLIC COMMENT

Dean Torres shared that the hand dryers, particularly in the 900 restrooms are not efficient. The equipment does not properly dry the hands.

Member Mora shared her excitement about the 2100 fountain being completely renewed and working properly.

Member Hernandez asked the reason why there is not an emergency pole near the 2700 building. The closest pole is in the bus stop. Member Macken stated that the reason being is due to the fiber optic not reaching that far into campus. Additional funding will need to be obtained in order to place an emergency pole by the North lots.

Member Macken stated he drove around campus and felt that the parking signs are visible. Member Hernandez stated that the signs are way too high maybe making it difficult for students to see them. Member Macken stated that the signs might need to be illuminated in the evening.

V. NEW BUSINESS

a. Small Partitions in Men's Restrooms (900 Bldg.)

This item was tabled as the requesting party was not present.

VI. UNFINISHED BUSINESS

a. Action Item – Accreditation Standard III.B.2.

This item was presented. Dr. Patterson and Member Webster will be reviewing the five-year Capital Outlay plan (2017-2021) and will bring it back to this committee in February 2018 for recommendation.

b. Recommend a Policy on Naming of Facilities (College Council)

This item was postponed until next meeting. Dean Torres would like to explore this topic and will try his best to move forward with this item next semester.

Member Macken requested naming the perimeter roads on campus to easily identify the location. Often time issues are reported by identifying the parking lot letter but it is so vague that in the event of an emergency, it is very difficult for personnel to tend the emergency when there are no names to the campus perimeter roads. Student Representative Equihua agreed with naming the campus' perimeter roads.

c. Committee Goals for 2017-2018

1. **Comprehensive Preparedness Training/Exercise – Update on Emergency Procedures**
2. **Safety Needs Assessment**
3. **First Aid & CPR Training for Faculty & Staff**

Member Mora would like to hold a “table talk” in regards to different emergency scenarios on campus. Member Macken stated that everyone on campus plays an important role and should be assign an area of responsibility particularly for Administrators.

Member Mora stated that Nursing Professor, Daniel Ortiz is willing to assist with a mock/role play.

Member Green would like to see practice drills done on campus. She said every time there has been a drill, she has to guide several faculty members where to go with their students.

This item will be further discussed and in hopes that a mandated safety training is planned, possibly for convocation.

d. Posting Areas in 2700 Building

This item was tabled as additional information needs to be gathered.

VII. ANNOUNCEMENTS

None

VIII. ADJOURNMENT: The meeting was adjourned at 1:23 p.m.

Next Meeting: The next regularly scheduled meeting will take place in the Spring 2018 semester, ***Thursday, February 22, 2018 at 12:50 p.m. in the Administration Board Room.***