



Safety Committee Notes

Date: November 5, 2025

Zoom Meeting ID: <https://hancockcollege.zoom.us/j/82652477511>

Called to order: 9:31 a.m. **Chair(s):** Steve Marshall & Dave Millard **Note Taker:** Veronica Reyes

Council Members Present: Alex de Jounge, David Millard, Steve Marshall, Ageo Olivera, Keith Cox, Christina Koob, Kalin Middleton, Dave Whitham

Council Members Absent: Kevin Dudley, Holly Pankonin, Roger Hall, Sonny Lopez, Maggie Suarez

Ex-officio Members Present: Erika Diggs, Xavier Ortiz

Ex-officio Member Absent: N/A

Guest(s): Eric Lofstrand, Dorine Mathieu, Michael Messina, Tom Way

ACTION

Agenda No. 1 **Review September 4, 2025, Safety Committee Meeting Notes (All)**

Action: • Consensus to approve September 4, 2025, notes.

INFORMATION

Agenda No. 2 **Review Councils & Committees Pathway to Decision Making (CCPD) (ALL)**

Discussion: • Review of CCPD.

Agenda No. 3 **Report to Facilities Council on Activities, Accomplishments & Plans (ALL)**

Discussion: • Report at the next Facilities Council meeting:

- WVPP Engagement - How and when we are involved.
- Campus Safety and Lighting Walk – November 17 LVC & November 19 SM.
- AP/BP review completed.
- EOC – These are going well with the hybrid model. Using the Teams platform helps to note information and share it quickly. Will continue to use this model at the next meeting. These can be intimidating and all are encouraged to take the Keanon courses that connect with FEMA. There are some specific to higher education. DM will send to VLR for distribution.

Agenda No. 4 **Safety Camera System Update (DMi)**

• Plan to add three more cameras prior to end of academic year. Reminder that they are not live monitored unless there is a need to do so. Camera intrusion will be on the nursing technology building.

Agenda No. 5 **Safety Incentive Program Funding Request, April 17 (KC)**

Discussion: • Reimbursement funding was approved for Stop-the-Bleed kits. They were delivered on June 30 and missed the deadline to submit for reimbursement. Will reapply this fiscal year. Keanon’s next meeting is January 15, 2026. Need to submit the request a week prior to the meeting.

Agenda No. 6 **SB County Public Health Opioid Settlement Grant (DMi/AD)**

Discussion: • Still processing with revisions. Needs to go back to board of supervisors for review.

• Narcan kits are part of the proposal but it’s a bigger program that will include resources and education in the community. There will also be some safety measures for hands-on Narcan training.

Agenda No. 7 **Emergency Operations Center (EOC) Tabletop Training, November 21 (DMi)**

Discussion: • Date changed to January 30, 2026.

ONGOING ITEMS

Agenda No. 8 **Workplace Violence Plan, Policies, and Procedures (WVPP) (SM/DMi)**

Discussion: • Threat Assessment Matrix Update – Will continue to review to formalize. Upon final draft the document will go out for review of constituency groups.

• Keenan Training – Training notices on the WVPP have been sent out.

• In-Person Presentation – The in-person presentation was provided at the Fall 2025 Professional Development Day.



Agenda No. 9	Reports
Discussion:	<ul style="list-style-type: none"> • Student/Staff Accident Reports <ul style="list-style-type: none"> ○ No recent activity for Fall 2025. • Workplace Violence <ul style="list-style-type: none"> ○ Nothing new.
Agenda No. 10	Committee Updates (ALL)
Discussion:	<ul style="list-style-type: none"> • DMi – On January 23 there will be a campus all-call training. Some safety items and a presentation from Student Services. Open for presentations if anyone is interested. The training will be in Boyd Hall, 7:30 am-4:00 pm. Likely to make this an annual event. Will consider fire extinguisher training for future events. • SM – Opioid experience with Narcan in public. Emergency personnel gave a dose to a person in distress and it provided a quick recovery. Recommends training for others. Adj – Working on presentation to do training instead of having an outside agency do one. Will work with DMi on a professional development day at the start of the semester. KC does provide these trainings along with CPR as it is sometimes required during an episode. KC will assist with trainings when available. • KC – Every year Keanan works on the top WC claims. This year was violence with 91 student on teacher claims. Mostly special ed high school age, with some Junior HS age. He is putting together a student mitigation consult plan and will go to the SIPE board for feedback. Student Ed and Special Ed plans are separate. • DMA – Thank you for the experience. Retiring in February. And welcome to Kalin Middleton as the new CSEA representative. • TW – Narcan training, Wayco is willing to assist with training and add to curriculum. • KM –Facilities staff are at times first responders. Just a thought to have Facilities staff go through training and emergency preparedness. AO – Piggyback that we used to work AHC PD on earthquake drills and evacuation training. • Adj – Encourage campus to relook at free-speech policy. Last Wednesday a Free Speech participant was very loud and not in the designated space, was testing the boundaries of the policy, and was very disruptive. Suggests looking at that policy. DMi – will be meeting with College Council regarding those actions. • DW – PSTC received a \$75,000 fire academy grant from the Metallica Scholars Foundation.
FUTURE ITEMS	
Agenda No. 13	Pending
Discussion:	<ul style="list-style-type: none"> • Intrusion Alarm System – Changing Room Project • Safety Committee Charge <ul style="list-style-type: none"> • Review in April and Consensus in June

Next meeting: February 5, 2025
Meeting adjourned 10:11 am