Peralta Community College District

Health & Safety Meeting Minutes\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date of Meeting:** February 27, 2020

**Present:** Sabeen Sandhu, Caitlin Gilbert, Chungwai Chum, Ana McClanahan

**Chair/Co-Chair:** Chungwai chum, Rachel Goodwin

**Guests:**

**Facilitator/Recorder:**

**Absent**: Aja Butler, Donna Jones, Natalie Rodriguez, Rachel Goodwin, Sabrina Igot,

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Agenda Item** | **Committee**  **Goal** | **Strategic Planning Goal and/or Institutional Objective** | **Discussion** | **Follow-up**  **Action** | **Decisions**  **(Shared Agreement/**  **Resolved or Unresolved}** |
| Meeting Called  to Order |  |  | Time 1:13 pm |  |  |
| 1. Agenda Review |  |  | Approved |  |  |
| 1. Review of Minutes |  |  | Tabled for the next meeting |  |  |
| 1. Evacuation Chair Training |  |  | Tabled for the next meeting |  |  |
| 1. ADA Assessment |  |  | Continue to make progress. Finalized spreadsheets.  Chungwai & Rachel worked on the standard lll B – District provided narrative and plan to hire a consultant for District wide ADA assessment |  |  |
| 1. Accreditation Standard lll B. |  |  | A meeting is scheduled for March 3, 2020. Draft is due on March 31, 2020. |  |  |
| 1. Other |  |  | Ana informed the committee of the following:   * 860 Atlantic- Automatic door opens randomly. The switch has been turned off, leaving the door inaccessible to wheel chairs (someone has to be there to open it).   Ana briefly spoke about the following items:   * Chemical hygiene * Health & Safety budget * Work Order System |  |  |
| 1. Adjournment |  |  | Time 2:00 pm |  |  |

Minutes taken by: Shuntel Nathaniel

Attachments: All documents and/or handouts for this meeting can be found at: The Drop Box