College of Alameda

**Health & Safety Committee**

**Meeting AGENDA**

**Date and Time: 9/27/2018
Meeting Time: 12:30 pm**

**Meeting Location: Student Center “Pit”**

Budget Committee Chairs:

* Administration – MaryBeth Benvenutti
* Faculty – vacant
* Recorder: Shuntel Nathaniel/Rachel Goodwin

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| **Topic** | **Facilitator** | **Action** | **Materials** |
| Purpose of Meeting: Organizational Meeting for College Health & Safety Committee – 2019 |
| * Call to Order
 | Benvenutti |  |  |
| * Approval of Agenda
 | Benvenutti |  |  |
| * Appointments:
	1. Student
 | ASCOA |  |  |
| * Election of Faculty Chair
 | All | yes | Chair duties |
| * Purpose of Committee
 | Chairs | discussion | Committee Charge |
| * Safety Work Group
 | Benvenutti | discussion |  |
| * Emergency Drill
 | Benvenutti-Shake Out | Date 10/18 at 10:18 |  |
| * Web Updates
 | Benvenutti | Volunteer |  |
| * Electric Scooters
 | Rachel Goodwin | discussion |  |
| * Next Meeting
 | Chairs | October 25, 2018 |  |
| * Adjournment
 |  |  |  |

Committee Membership:
Administration – MB Benvenutti, Amy Lee, Lilia Celhay
Classified Staff – Donna Jones, Caitlin Gilbert, Natalie Rodriguez
Faculty – Sabeen Sandhu, Rachel Goodwin, Evan Schloss
Student – TBD