

LONG BEACH COMMUNITY COLLEGE DISTRICT

Emergency Preparedness and Safety Advisory Committee Meeting Agenda

March 8, 2022 1:00 – 1:30 p.m. via Zoom

ITEM

i. Welcome/Introductions

ii. Approval of last meeting's minutes (Dec. 14, 2021)

iii. Old Business

- a. Training Requests from Staff/Faculty (Robert/Lubert)
- b. LAC ADA Site Barrier Removal Project Phase III (Brian)
- c. Parking Lot Lights Project (Lubert)

iv. New Business

- a. EOC Emergency Supplies
- b. Active Killer Trainings
- c. BECs Recruitment
- d. Penny POs (Bob)

v. Reports

- a. Safety Inspections/IAQ Investigations (Lubert)
- b. Monthly Crime Statistics/ Crime Trends (Lt. Yap)
- c. Quarterly Online Safety Training (Lubert)
 - Lead and Asbestos Awareness
 - Hearing Loss Protection
 - Heat Illness Prevention

vi. Monthly Safety Distributions

- Sun Protection

vii. Committee Member Comments

viii. Adjournment

Future meeting dates, via Zoom

March 8, 2022 1:00-2:00pm

May 10, 2022 1:00-2:00pm

September 13, 2022 1:00-2:00pm

December 13, 2022 1:00-2:00pm

LONG BEACH COMMUNITY COLLEGE DISTRICT

Emergency Preparedness and Safety Advisory Committee

Meeting Minutes

March 8, 2022 via Zoom

Attendees: *Bob Rapoza, Lubert Iglesia, Robert Remeta, Lt. Yap, Brian Shields, Maria Ek Ewell, Roberta Maroney*

Meeting Called to order at 1:04pm

Approval of last meeting's minutes

- Motion by Robert Remeta
- 2nd by Brian Shields
- Motion Carried

Old Business

Training Requests from Staff/Faculty (Robert/Lubert)

Ladder Safety Training

- Complete (Facilities team)

Active Killer Trainings

- Planning for all staff trainings in progress (Fall)
- New buildings, new staff
- Marlene approved site specific training with Keenan.
- Lubert to meet with Keenan
- DSPS in new M building
- Training schedule to be sent to deans and info to be shared with staff when dates are confirmed.
- What is the background of Keenan trainers? (Lt. Yap)
- District/staff training more ingress and egress specific
- Switching from omni lock to another system. Different doors with electronic locks - offsite controls access to most buildings
 - Building M one of the first to be outfitted with new system.
- LBPD would have immediate access to locking system upon arrival.
- Where to put the locks? How to utilize, who does what?
 - All in progress

BECs Recruitment

- New building emergency coordinators needed. Email went out, few replies. Spread the word.

LAC ADA Site Barrier Removal Project Phase III (Brian)

- Last remaining fencing is in courtyard of V building, pull down outside of mailroom at T bldg.
- After V building, concrete is finished, handrails to be installed

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Parking Lot Lights Project (Lubert)

- All lights to be switched out for LED. In progress

New Business

Penny POs (Bob)

- POs in progress for emergency supplies in case of disaster (i.e. earthquake, flooding, etc.). POs provide access to products and services from multiple vendors.
- 15 vendors on 2021-22 list. Vendors located all over So. Cal
- Need to expand list for 2022-23

Reports

Safety Inspections/IAQ Investigations (Lubert)

- Air quality tests done in D326 classroom per instructor request.
- All readings optimal level
- Lubert meeting with Forensic Analytic Consulting Services (specialty, providing more thorough testing).

Monthly Crime Statistics/ Crime Trends (Lt. Yap)

- Dec.: two auto burglaries
- Jan.: low to no crime. Traffic collisions in surrounding area
- Feb.: homeless incident on PCC. Traffic collisions, one vandalism, one petty theft, no trends
- Monthly crime stats posted on LBCC website
- Jan stats online now
- Walk thru of soccer fields: area tagged with blue markings (gangs/initials) on various equip. Broken window. Vandalism is happening. Photos and any videos to be provided to Lt. Yap (Brian Shields)
- EPSAC info also posted online every year (agendas, minutes)
 - Exceeding accreditation standards by having all info online

Quarterly Online Safety Training (Lubert)

- Lead and Asbestos Awareness
- Hearing Loss Protection
- Heat Illness Prevention

Monthly Safety Distributions

- Sun Protection

Adjournment: 1:32pm

Future meeting dates, via Zoom
May 10, 2022 1:00-2:00pm
September 13, 2022 1:00-2:00pm
December 13, 2022 1:00-2:00pm

LONG BEACH COMMUNITY COLLEGE DISTRICT

Emergency Preparedness and Safety Advisory Committee Meeting Agenda

May 10, 2022 1:00 – 2:00 p.m. via Zoom

ITEM

i. Welcome/Introductions

ii. Approval of last meeting's minutes (March 8, 2022)

iii. Old Business

- a. Training Requests from Staff/Faculty (Robert/Lubert)
- b. Parking Lot Lights Project (Lubert)
- c. EOC Emergency Supplies (Lubert)
- d. Penny POs (Bob)
- e. Active Killer Trainings (Bob)
- f. BECs Recruitment (Lubert)

iv. New Business

- a. Campus Threat 4/26 (Lubert/Bob/Lt. Yap)
- b. Ridelinks Transportation Survey
- c. Graduations

v. Reports

- a. Safety Inspections/IAQ Investigations (Lubert)
- b. Monthly Crime Statistics/ Crime Trends (Lt. Yap)
- c. Quarterly Online Safety Training (Lubert)
 - Electrical Safety

vi. Monthly Safety Distributions

- PPE
- Shop Ergonomics

vii. Committee Member Comments

viii. Adjournment

Future meeting dates, via Zoom

September 13, 2022 1:00-2:00pm

December 13, 2022 1:00-2:00pm

LONG BEACH COMMUNITY COLLEGE DISTRICT

Emergency Preparedness and Safety Advisory Committee (EPSAC) Meeting Minutes

May 10, 2022 1:00 – 2:00 p.m. via Zoom

Attendees: *Bob Rapoza, Lubert Iglesia, Robert Remeta, Lt. Yap, Brian Shields, Maria Ek Ewell, Vicki Lerch, Tracy Bejarano, Roberta Maroney*

Meeting called to order at 1:05pm

Motion to approve 3/8/22 minutes: Tracy Bejarano

2nd: Brian Shields

Motion carried

Old Business

Training Requests from Staff/Faculty (Robert/Lubert)

- SHS requested to be added to distribution for blood born pathogen training list, along with Facilities and Parking Services - Keenan trainings

Parking Lot Lights Project (Lubert)

- Led project, received quote for parts
- Will process on next fiscal year's budget
- Waiting on labor quote

Note: Dark at LAC shuttle stop, visually impaired student missed a step, (Maria to research details and forward info to Lubert)

- Currently two shuttle stops, Lot H LAC and Pacific Coast Highway at PCC
- Lubert to initiate a lighting survey to check on any lights that may be out

EOC Emergency Supplies (Lubert)

- Distribution of emergency supplies ("trash bin"), at LAC and PCC in progress including Emergency Coordinator Backpacks
- Lock locations at LAC and PCC

Penny POs (Bob)

- In progress
- Need to expand vendor database
- 15 vendors on current list, 8 Penny POs in progress

Active Killer Trainings (Bob)

- Trainings to be restarted in Fall
- Purpose: To prepare staff with all tools to increase survival
- Training provided by "I am Ready" - Keenan
- Building trainings-shelter in place, escape routes
- Provide faculty, staff, students the tools to take protective action
- First round was well received at PCC

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BECs Recruitment (Lubert)

- Lubert recruited 2 faculty members

New Business

- Email threat received 4/26, early morning
- PD, Staff, Administration, Cabinet were notified
- Appropriate steps were taken to ensure campus safety
- Similar incidents in past
- Threat assessment training for PD (part 1 and 2) in progress
- 95% of investigation was in house
- Everyone will be trained on threat assessments
- Investigation bureau to follow up

Ridelinks Transportation Survey

- Annual survey
- Survey week May 23-27. Notification to be sent via email

Graduations

- Commencement in person this year, June 9, 2022
- Combining 3 years of graduates, 2020, 2021 and 2022
- Expect traffic
- Parking Services to send traffic advisory emails, not just for LBCC commencement but local schools (Downey and LB Unified)
- Parking space - no issues, parking structure overflow
- Phone complaint from neighbor regarding street /neighborhood parking
- Parking enforcement will monitor street and neighborhood parking

Reports

Safety Inspections/IAQ Investigations (Lubert)

- No report

Monthly Crime Statistics/ Crime Trends (Lt. Yap)

- Jan: 3 traffic collisions, non-student related
- Feb: hit and run, threatening email handled in house
- March: 2 bicycle thefts, 3 traffic incidents
- April: email threat, handled in-house

- Public Safety Taskforce, conducting meetings with community, students regarding PD contract, security
- Presentation 5/9/22 - final recommendations to come
- Final report to Board in June

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Quarterly Online Safety Training (Lubert)

- Electrical Safety - assigning to facilities and parking serves

Monthly Safety Distributions

- PPE
- Shop Ergonomics

Committee Member Comments

- Minor incident on PCC campus. Person with toy gun trying to get in building. Campus police were on top of situation and escorted person off campus without incident. KUDOS to PD!

Adjournment: 1:30pm

**Future meeting dates, via Zoom
September 13, 2022 1:00-2:00pm
December 13, 2022 1:00-2:00pm**

LONG BEACH COMMUNITY COLLEGE DISTRICT

Emergency Preparedness and Safety Advisory Committee Meeting Agenda

September 13, 2022 1:00 – 2:00 p.m. via Zoom

ITEM

- i. **Welcome/Introductions**
- ii. **Approval of last meeting's minutes (May 10, 2022)**
- iii. **Old Business**
 - a. Training Requests from Staff/Faculty (Robert/Lubert)
 - b. Parking Lot Lights Project (Lubert)
 - c. EOC Emergency Supplies (Lubert)
 - d. Active Assailant Trainings (Bob)
- iv. **New Business**
 - a. Keenan SWACC Inspection (Lubert)
 - b. Chemical Hygiene Plan (Bob/Lubert)
 - c. Emergency Operation Plan (Bob)
 - d. PCC CDC Safety Inspection (Bob/Lubert)
 - e. ShakeOut 2022 (Lubert)
- v. **Reports**
 - a. Safety Inspections/IAQ Investigations (Lubert)
 - b. Monthly Crime Statistics/ Crime Trends (Lt. Yap)
 - c. Quarterly Online Safety Training (Lubert)
 - IIPP
 - Respiratory Protection
- vi. **Monthly Safety Distributions**
 - Kitchen and Fire Safety
- vii. **Committee Member Comments**
- viii. **Adjournment**

Future meeting date, via Zoom

December 13, 2022 1:00-2:00pm

LONG BEACH COMMUNITY COLLEGE DISTRICT

Emergency Preparedness and Safety Advisory Committee (EPSAC) Meeting Minutes

Sept. 13, 2022 1:00 – 2:00 p.m. via Zoom

Attendees: *Chip West, Bob Rapoza, Lubert Iglesia, Robert Remeta, Lt. Yap, Brian Shields, Vicki Lerch, Anthony Hayes, Tracy Bejarano, Roberta Maroney*

Meeting called to order at 1:02pm

Motion to approve 5/10/22 minutes: Robert Remeta
2nd: Anthony Hayes
Motion carried

Welcome / Introductions

New Members: Chip West, VP, Business Support Services
Anthony Hayes, Counseling, Faculty Rep

Old Business

- **Training Requests from Staff (Robert/Lubert)**
Student Health Services requests to be included in annual air born pathogen training (Keenan online safety trainings)
- **Parking Lot Lights Project - moving forward (Lubert)**
- **EOC Emergency Supplies - distribution (backpacks) in progress (Lubert)**
- **Active Assailant Trainings (Bob)**
LBCC working with IMReady (Keenan) grouping buildings together
Training for all employees and students
Specialist walks the facilities, assesses and offers best practices/strategies
Trainings to begin November 2022 or early 2023 (18 sessions set up)
End of semester may not be best time. Timing TBD
Check with faculty, disrupt as little as possible. Winter session?
Provide info for faculty to share with students each semester
Offices can be trained any time
Locksmith participation not necessary at this time

New Business

- **Keenan SWACC Inspection (Lubert)**
Lubert/Keenan walked buildings, LAC and PCC
Inspection carried out every two years to check for hazards
Inspection found few items, no high risk, Lubert to share with team
New inspector (Vince), chemical inventory expertise
- **Chemical Hygiene Plan (Bob/Lubert)**
Chemical spill last year. Developed plan with Keenan and faculty
Safety signs posted in labs
Draft plan will go to larger group for review, assign duties and implement

Physical and electronic plan will reside on emergency services website and district departments that handle chemicals

Roll out in Spring-trainings to be offered to faculty and staff

- **Emergency Operations Plan (Bob)**
 - IMReady review operations plans, survey
 - Active assailant, fire, earthquake, flood, fire
 - Survey to ask for concerns (high-low-medium)
 - Entire LBCC community to choose
 - Next 3 years safety plans to be developed
 - Want action based, quick reaction time - process underway
- **PCC CDC Safety Inspection (Bob/Lubert)**
 - Due to break win - safety inspection / walk took place at PCC CDC in Sept.
 - Many items to be implemented -upgrade camera system, shore up walls, block over-the-wall access, bullet proof glass, among others
- **Shakeout 2022 (Lubert)**
 - Oct. 20, 10:20am, notification will go out 1 week before, day of and actual time of drill
 - Buildings C, A, M, P (LAC)
 - Buildings GG and EE (PCC)

Reports

- **Safety Inspections/IAQ Investigations (Lubert)**
- **Emergency Action Plan Meeting (Lubert/Brian)**
 - Safety walk thru: Athletic trainers need keys to doors
 - Waiting for key requests to be submitted
- **Monthly Crime Statistics / Trends (Lt. Yap)**
 - May, June, July, Aug. - 15 reported crimes
 - Vandalism, bb gun window damage, etchings in bathroom
 - No crime trends
 - No bike thefts (possibly not being reported)
 - No violent crimes
- **Quarterly Online Safety Training (Keenan Safe Colleges) (Lubert)**
 - IIPP
 - Respiratory Protection

i

Monthly Safety Distributions

Kitchen and Fire Safety

Committee Member Comments:

Brian: thumbs up for trainings, specifically...

Heat related illness prevention

Blood born pathogen

Illness, injury prevention program

Respiratory protection - faculty/staff setting items out (need to be aware not to inhale)

Tracey: Trainings currently limited to parking services and facilities

Lubert to add safety training link to emergency (EPSAC) website

Groups wishing to participate in trainings can contact Lubert

Robert: timeline concerns for survey questions
Earthquake: short timeline if major damage
Survey questions don't cover prolonged periods

Bob: Survey is directed more towards emergency response vs. long term recovery

Adjournment: 1:33pm
Future Meeting Date: Dec. 13, 1-2pm (via Zoom)

LONG BEACH COMMUNITY COLLEGE DISTRICT

Emergency Preparedness and Safety Advisory Committee Meeting Agenda

December 13, 2022 1:00 – 2:00 p.m. via Zoom

ITEM

i. Welcome/Introductions

ii. Approval of last meeting's minutes (September 13, 2022)

iii. Old Business

- a. Training Requests from Staff/Faculty (Robert/Lubert)
- b. Keenan SWACC Inspection (Lubert)
- c. ShakeOut 2022 (Lubert)

iv. New Business

- a. Chemical Hygiene Plan (Bob/Lubert)
- b. Campus Safety Page (Bob)
- c. Emergency Operation Plan (Bob)
- d. Keenan IMReady Trainings (Bob)
 - Executive Team
 - Active Assailant
 - Fire
 - Earthquake

v. Reports

- a. Safety Inspections/IAQ Investigations (Lubert)
- b. Monthly Crime Statistics/ Crime Trends (Lt. Yap)
- c. Quarterly Online Safety Training (Lubert)
 - Chemical Hygiene Plan related trainings (Life Science Staff and Faculty)
 - Blood Borne Pathogen

vi. Monthly Safety Distributions

- Holiday Safety

vii. Committee Member Comments

viii. Adjournment

Future meeting date, via Zoom

March 14, 2023	1:00-2:00pm
May 9, 2023	1:00-2:00pm
September 12, 2023	1:00-2:00pm
December 12, 2023	1:00-2:00pm

LONG BEACH COMMUNITY COLLEGE DISTRICT

Emergency Preparedness and Safety Advisory Committee (EPSAC) Meeting Minutes

Dec. 13, 2022 1:00 – 2:00 p.m. via Zoom

Attendees: *Bob Rapoza, Robert Remeta, Lt. Yap, Brian Shields, Vicki Lerch, Tracy Bejarano, Roberta Maroney*

Meeting called to order at 1:05pm

Motion to approve 9//13 minutes: Robert Remeta

2nd: Brian Shields

Motion carried (with one edit)

Old Business

Training Requests from Staff/Faculty (Robert)

- Staff development training in March
- More mental and active shooter trainings

New Business

Keenan SWACC inspection

- Many issues resolved
- All issues to be addressed by end of Spring

Shake Out 2022 - success!

Chemical Hygiene Plan - we do not have one (all areas with chemicals)

- Site walk with Keenan delayed (rep leaving, waiting on new rep)

Campus Safety Page

- Updated info and clarified non-emergency lines
- Call 911 if you are in danger
- Campus escort info added (non-emergency)
- January - plan updates to campus safety page, model Cerritos College page, click on links that contain info
- Link to LBCC campus safety page - Go to LBCC home page - triangle/exclamation point icon
- Emergency procedure wall charts posted in 2000 areas in Dec.- basic info for different emergencies

Emergency Operation Plan:

- Keenan IMReady
- 16 trainings scheduled
- In person and Zoom
- Trainings to rolling out one after another
- Feb: Active Assailant (17 trainings scheduled week of Feb. 21)
- March: Fire Safety
- April: Earthquake
- Emergency plans are in place, however, bulky binders hard to use.
To update with shorter, easy to read actionable plans

LONG BEACH COMMUNITY COLLEGE DISTRICT

- Executive team trained first, then expanded team, then roll out to faculty, staff and students
- Training dates sent by C. West were sent/received on 12/13/22

Reports

Safety Inspections: none

Monthly Crime Statistics/ Crime Trends (Lt. Yap)

- Sept.: 4 traffic collisions, petty theft
- Oct.: 1 auto burglary PCC, vandalism, 2 lights LAC
- Nov.: 5 traffic collisions, bike theft, battery off campus
- No crime trends

Safety Trainings:

- Chemical hygiene trainings:
- Will train faculty on how to handle clean up spills, use clean up kits and if serious, evacuate. Two vendors on hand to clean up.
- Bloodborne pathogen training scheduled for January

Monthly Safety Distributions

- Holiday Safety Reminder: Christmas trees can be a fire/safety hazard!

Committee Member Comments

- Vicki: unhoused people coming on PCC campus, incidents of verbal and aggressive behavior to staff
- Dr. Kirkwood to schedule staff training - how to de-escalate agitated/aggressive person
- Tip: Don't call police in front of potentially aggressive person

Adjournment: 1:25pm

Happy Holidays

Future meeting dates 2023, 1-2pm

Zoom Meetings

March 14

May 9

Sept. 12

Dec. 12