



# SANTA ANA COLLEGE

## Participatory Governance Committee

### Year End Assessment Form

**COMMITTEE – SAFETY AND SECURITY**  
**CO-CHAIRS – PAUL FOSTER and MONICA COLLINS**  
**MEMBERSHIP**

**DATE: May 13, 2010**

Paul Foster  
 Monica Collins  
 Avie Bridges  
 Mary Ellen Bobp  
 Norma Castillo  
 John Finch  
 Ricardo Foreman  
 Sue Garnett  
 Phil Hughes

Ron Jones  
 Sara Lundquist  
 Jane Mathis  
 Don Maus  
 Rich Pena  
 Lucinda Pueblos  
 Ed Ripley  
 Sean Small  
 Phien Vu

Arlene Warco  
 James Wooley  
 John Zarske  
 CDC Rep  
Ex-Officio Members  
 Al Chin  
 Don Mahany  
 Leslie Piazza  
 Ken Soltis

<b>Goals</b>	<b>Completely met</b>	<b>Partially met (Please explain)</b>	<b>Not met/ should be carried over (Please explain)</b>	<b>Not met/ should not be carried over (Please explain)</b>
1. Identify first responders and trainers to receive training. <ul style="list-style-type: none"> <li>Programs offered will be NIMS/SEMS compliant.</li> </ul> Additional ongoing training should be made available to a cross-section of the campus community that includes the evening shift.		This goal is ongoing; initial 1 <sup>st</sup> Responders identified and trained. Training will be ongoing and initiated for new employees as appropriate.	This is an on-going goal to be carried over from year to year.	
2. Identify safety items requiring regular inspections and preventative maintenance. Establish a master calendar noting inspection and service dates and the responsible department		This goal is in progress and is on-going. Reports are being condensed into one folder. A master calendar has been purchased.	This is an on-going goal to be carried over from year to year.	
3. Identity, plan and implement new and ongoing emergency preparedness training for faculty and staff during flex week activities.		Ongoing goal. Trainings provided 2009-2010: ACTIVE SHOOTER: SAC & CEC Faculty Senators, MCHS staff & SAC and CEC Classified, now on-line for presentations to groups and classes as desired. A new Emergency Notification document was created by members of the Emergency Preparedness Subcommittee for use by instructors as part	This is an on-going goal to be carried over from year to year.	

		of classroom orientation.		
4. Establish a safety reporting mechanism and educate users.		Articles in the Administrative Services Newsletter have concentrated on the best way to report safety items to the Maintenance Department.	This is an on-going goal to be carried over from year to year.	
5. Review, revise and disseminate the Emergency Response Plan.		Newest version of Emergency Response Plan was revised by District staff and reviewed with the committee May 6 <sup>th</sup> . The plan is also posted on the district website.	This is an on-going goal to be carried over from year to year.	

### **Recommended goals for next year:**

1. Identify first responders and trainers to receive training.

- Programs offered will be NIMS/SEMS compliant.

Establish on-line/web-based ongoing trainings to allow for universal access to the campus community.

2. Monitor the established master calendar of inspection and service dates and the responsible departments.

3. Identify, plan and implement new and ongoing emergency preparedness training for faculty and staff during flex week activities

4. Establish a safety reporting mechanism and educate users.

5. Review, revise and disseminate the Emergency Response Plan.

### **What outcomes and/or body of work have been generated by this committee?**

- 1. The committee has overseen and monitored the installation of the new fire alarm and emergency alerting systems on campus.**
- 2. October 15, 2009: Great American Shake Out provided the opportunity to test the emergency alert system.**
- 3. October 30, 2009: Point of Distribution event hosted on campus. Free flu shot offered to the Santa Ana community under a unified command structure.**
- 4. The ADA Sub-Committee met on a regular basis developing a new ADA Transition plan. It was moved and approved that the committee be moved under the prevue of the Facilities Committee since addressing disability issues is an overall facilities matter, not just Safety and Security.**
- 5. Shots Fired on Campus video presented to SAC Management Council, Academic Senate, ASG and classified staff at SAC and CEC. A link is up on the intranet for viewing of this video by staff at their convenience or to show in classes.**