

**Agenda for Work Environment Committee Meeting—Friday, October 24, 2014
10:30 – 12:30 CDC Conference Room**

- 1.) Minutes Approval of the previous meeting Sept 30 2014 (thanks Antoinette!)**

- 2.) Night time lighting behind CE, HLRC and FA to the parking structure (Rita)**

- 3.) Motorcycle parking spaces (Rita)**

- 4.) Safety (Matt)**

- 5.) Inventory of Adjunct Office Space per Division – request (Olga)**

- 6.) Emergency Plan – Preparedness (Corey)**

- 7.) Emergency Plan – First Aid classes CPR classes**

- 8.) Report on writing document on procedures for handling verbal and written threats.(Matt, Cory)**

- 9.) (email from Kenneth T this morning) On Sundays, there is no power or lights to the first floor restrooms of GC and SSB. And all the sinks in the GC men's bathroom are electronically controlled so that even if you can use a cellphone or flashlight to find your way, you cannot wash your hands. I think SSB has a single handicapped-access bathroom which has no lights but at least the sink that can be operated manually. Not sure if we would be using these buildings at all during a disaster, but it seems that at least one sink per restroom should be manually and mechanically operable in the case of power outage.

- 10.) Next meeting date: Nov 21, 2014 10:30-12:30**