



**Safety Committee**  
**April 1, 2024, 11am- 12pm, Room E112**  
**Zoom ID: 879 5109 5447**  
**Minutes**

MEMBERS	Constituent Group	Present	Absent
1. Edwina Cervantes (Tri-Chair)	Administration	X	
2. Graciano Mendoza (Tri-Chair)	Administration	X	
3. Joseph Reyes	Administration	X	
4. Jon Garner	Administration	X	
5. Ana Gonzalez	Administration	X	
6. Mostafa Ghous	Administration	X	
7. Augustine Nevarez	Administration	X	
8. Kayla Valentine	Administration	X	
9. Dianna Rose	Administration		X
10. Maria Ceja	Administration		X
11. Richard Morales	Administration		X
12. David Techaira	Administration		X
13. Michelle Peters	Administration		X
14. Melissa Casillas	Administration		X
15. Sharon Albert	Administration		X
16. Guy Hanna	Administration		X
17. Michaela Bridges	Staff	X	
18. Frank Gallegos Jr	Staff	X	
19. Louann Raras	Staff	X	
20. Juana Alvarez Gomez	Staff	X	
21. Miriam Vazquez-Gonzalez	Staff		X
22. Vanessa Meldahl	Staff		X
23. Fanny Salgado	Staff		X
24. Hector Mosqueda	Staff		X
25. David Beymer (Tri-Chair)	Faculty	X	
26. Emily Brown	Faculty	X	
27. Nancy Schur-Beymer	Faculty		X
28. Jazmin Sanchez	Security		X
29. Briana Resendiz	Associate Student		X
30. Joshua Jackson	Associate Student		X
Quorum (16)		14	16

**Guests:** None

**CARING CAMPUS COMMITMENTS:** Ten-Foot Rule, Nametags, Cross-Department Awareness, Warm Referrals, Welcoming Students  
**VISION STATEMENT:** A place where dreams become possibilities.

**MISSION STATEMENT:** We advance social and economic justice through the transformation of education.

**VALUES STATEMENT:** Our core values reflect our deeply ingrained beliefs that guide everything that we do. When we practice these values, we put students first. Education, Connection, ¡Si se puede! Cultural Wealth, Impact.

**1. Call Meeting to Order**

Meeting called to order at 11:04 a.m., April 1, 2024

**2. Approval of Agenda**

Consider approval of April 1, 2024 meeting agenda (Garner, Reyes)

**3. Approval of Minutes**

No previous meeting minutes to consider.

**4. Workplace Violence Prevention Plan**

Discussion and review of the draft Workplace Violence Prevention Plan (WVPP) required under Senate Bill 553. The plan was developed collaboratively by an ad hoc subcommittee led by Edwina Cervantes, in consultation with multiple bargaining groups and campus stakeholders. Implementation deadline is July 1, 2024, with Cal/OSHA regulations expected by December 2026. The plan will be reviewed annually and updated as needed.

- Template sourced from Keenan & Associates; tailored for Hartnell College.
- Clarified legal references (SB 553, Cal/OSHA).
- Defined oversight roles: VP of Administrative Services (overall), Director of Public Safety (implementation), and VP of HR (training and tracking).
- Outlined governance flow: WVPP Subcommittee → Safety Committee → Institutional Resource Council (IRC) → College Council → President.
- Plan includes interactive employee training with comprehension verification.
- Emergency reporting: employees should call 911 first, then Campus Safety.
- Addition of contact information and reporting link to the plan.
- Ensured employees may report without fear of reprisal.
- Suggested inclusion of required-reporting language and improved communication tracking.
- Confirmed annual training and review process; special consideration for part-time and evening staff.

**5. Next Steps**

The committee approved forwarding the revised WVPP to the Institutional Resource Council (IRC) for review at its April 5, 2024 meeting. Edwina will begin coordinating development of training modules and communications materials during April–May 2024.

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## **6. Upcoming Safety Trainings**

- April 26, 2024 – Stop the Bleed certification training (in-person follow-up).
- May 10, 2024 – Workplace Safety Assessment (consultant walkthroughs and Zoom debrief).

## **7. Adjournment**

Meeting adjourned at 11:55 a.m.

### **Next Meeting(s)**

TBD

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