

District Safety Workgroup Meeting Agenda

8-16-23 ❖ 2:00 PM – 3:00 PM ❖ CAADO Zoom Invite

ITEM	NOTES
<i>Call to Order</i>	
<i>Old Business</i>	
1 Flyers/Pamphlet's for each member of District office	Has everyone handed out?
<i>New Business</i>	
2 <i>Upcoming Trainings: go over list</i>	Monica
3 <i>New Posters posted</i>	
4 Active shooter training -Video	
5 Great Shake out	10-19-23
6 <i>Backpack contents</i> Emergency Clipboards <ul style="list-style-type: none"> • <i>Floor Captain assignment Maps</i> • <i>Whistle</i> • <i>Pen</i> • <i>Check in sheets for assigned location and all other locations (in case this is needed for coverage)</i> <ul style="list-style-type: none"> o <i>Each check in sheet should have employees' names and cell phone numbers with an area to mark off everyone that is accounted for and anyone that may be missing</i> Emergency Binder <ul style="list-style-type: none"> • <i>Emergency Procedures</i> • <i>Building & Floor Captain Information</i> • <i>Emergency Operations Center</i> • <i>MAPS</i> • <i>Mass Notification</i> • <i>Emergency Equipment/Supplies</i> • <i>Extra Forms/Notes</i> 	Emergency Back packs <ul style="list-style-type: none"> • <i>Medical Grade Scissors</i> • <i>Whistle</i> • <i>Ear Protection</i> • <i>First Aid Kit</i> • <i>Clotting Agent</i> • <i>Gloves</i> • <i>Mylar Blanket</i> • <i>Radio with stand and head set</i> • <i>Red Biohazard bag</i> • <i>Flash light</i> • <i>Eye Protection</i> • <i>N-95 Masks</i> • <i>Tourniquets</i> • <i>Pen</i> • <i>Paper</i> • <i>Bull Horns (Building Captains)</i> • <i>Weather Ban Radio (Building Captains)</i>
7 Building and Floor Captain recommended trainings <ul style="list-style-type: none"> • CPR/AED/First Aid • Stop the Bleed • CERT Training • Crowd Control Training • Stryker Chair Training • Fire Extinguisher Training • Radio Communication • Online Safety Training • FEMA Trainings 100 and 700 	
8 Safety Team updates	Moreno Valley College Norco College Riverside City College

ITEM	NOTES
<i>Roundtable</i>	
Members to highlight activities in their area or ask questions not answered in other parts of the meeting.	Roundtable
<p><i>NEXT MEETINGS:</i></p> <p>9-20-23 Zoom meeting from 2:00 PM – 3:00 PM All meetings will continue via zoom</p>	