

Cuyamaca College

Emergency Preparedness Committee

May 25, 2007
F106

Old Business

1. EPC Admin Council Workshops Update
 - a. Updated

New Business

2. Evening Admin Duty
 - a. The President's office will have the master list of Evening Administrators
3. Emergency Pager
 - a. Considering the use of pre-paid cell phones instead of pagers
4. EPC Staff Development Workshop Preparation
 - a. Committee to meet 2nd or 3rd week of July to finalize topics
5. EOC Binder Overview
 - a. Vivian reviewed binders with committee
6. Supply List for EOC Binders – Patty Stephenson
 - a. List of supplies
 - b. List of keys
 - c. List of vehicles/carts on campus
 - d. Maps
7. EPC Case Scenario & Tabletop Presentation to Administration – Linda Haar
 - a. Linda will help develop a plan to determine how to evacuate children from campus
8. Panic Switch Location – Vivian Bogue and Laci Misiano
 - a. Vivian and Laci identified many locations for switches
9. Website Development – Rocky Rose
 - a. Discussed ways to develop EPC website

Other

Need to provide emergency power for all restrooms

Cuyamaca College Emergency Preparedness Committee

Friday, August 10, 2007

Agenda

Action Items

F106

Old Business

1. EPC Staff Development Workshop Preparation
 - a. Updated presentation
2. Panic Button Status 8/10/07
 - a. Most supplies have been ordered
 - b. Electrical maintenance to start work 8/13/07
 - c. Target completion date 3-4 weeks from start

New Business

None

Other

Evacuation Plan for New Buildings Next Month Agenda

Cuyamaca College

Emergency Preparedness Committee

Friday, September 21, 2007

Agenda
&
Notes
F106

Present: Henri Migala, Chuck Taylor, Rick Wilson, Laci Misiano, Rosalee Clayton, Lisa Chaddock, Vivian Bogue, Bob Eygenhuysen, Arleen Satele, Patty Branton

Old Business

1. Panic Button Status

- a. Electrical Maintenance installed 5 wireless repeaters on building roofs of 1-stop, CDC, A & H building, and Auto
 - i. The committee is considering changing the name of “panic” buttons to something other than “panic”
 - ii. Electrical maintenance is installing the buttons beginning with the 1-stop

2. Accreditation Site Visit – October 22 – 25

- a. Please be prepared to answer questions from the visiting team

New Business

1. Evacuation Plan for New Buildings

- a. Work group formed to develop a S.O.P.
 - i. Rick Wilson
 - ii. Chuck Taylor
 - iii. Vivian Bogue
 - iv. Joel Javines

Other

Reviewed campus signage plan
Vivian gave update on EOC binders