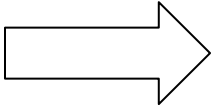

LOS ANGELES HARBOR COLLEGE



WORK ENVIRONMENT & FACILITIES *COMMITTEE*****

MARCH 13, 2007 3:00 PM

MEETING MINUTES

1. OPEN MEETING AND INTRODUCTION

Faculty	Admin	Classified	Students	L.A. Sheriff
B. Young	N. Carson	B. Englert	Sean Post	
B. Loiterman	B. McNeel	K. Pucher	Josh Luapo	
W. Hernandez	N. Malone	C. Mussa-Muldoon	Kenneth Cochrell	
		Y. Parra	Wanda Taylor	
			Marlene Trujillo	
Guests: Joy Fisher, Elizabeth Colocho, Brenda Guertin				

- 2. FUTURE MEETING DATES:** *THE COMMITTEE UNANIMOUSLY AGREED TO CHANGE THE MEETINGS TO THE 2ND MONDAY OF EACH MONTH AT 1:30P.M. IN BUNGALOW 11. THE COMMITTEE AGREED TO KEEP MEETINGS DOWN TO ONE HOUR.*
- 3. FEBRUARY MEETING MINUTES:** *THE FEBRUARY MINUTES WERE BRIEFLY DISCUSSED. BE AWARE THE PARKING SPIKES IN LOT 8 HAVE BEEN RELEASED; ALL STAFF ARE ADVISED NOT TO ENTER THROUGH THE EXIT.*
- 4. SAFETY INSPECTIONS:** *SAFETY INSPECTIONS ARE TO BE DETERMINED BY BRAD YOUNG.*
- 5. CAMPUS EXIT DRILLS:** *THE COMMITTEE DISCUSSED CHANGING HOW THE DRILLS ARE SCHEDULED. MR. YOUNG & MR. ENGLERT DISCUSSED MAYBE SPLITTING THE CAMPUS EVAC DRILLS INTO 2 HALF DAYS, HALF THE CAMPUS ON ONE DAY THE OTHER HALF ON THE FOLLOWING DAY. HOWEVER, AFTER FURTHER DISCUSSION, IT WAS DETERMINED THAT EVAC DRILLS SHOULD BE DONE CAMPUS WIDE IN ONE DAY. THIS PLAN WOULD BE LEAST DISTRUPTIVE FOR THE CAMPUS. THE EVAC DRILLS ARE SCHEDULED FOR EARLY MAY.*

6. **CAMPUS EVACUATION PLAN:** VICE PRESIDENT ROSAS CHAIRING COMMITTEE.
7. **PARKING:** IT HAS BEEN BROUGHT TO THE COMMITTEES ATTENTION THAT CONSTRUCTION WORKER'S HAVE BEEN PARKING IN THE ASO & HANDICAPPED PARKING STALLS. FURTHER NOTED BY MS. MULDOON, STAFF HAS BEEN PARKING IN THE STUDENT PARKING AREAS. **ALL STAFF ARE ADVISED TO PARK THEIR VEHICLES IN THE STAFF PARKING AREAS ONLY!!** IT HAS ALSO BEEN OBSERVED THAT VEHICLES ARE EXCEEDING THE "20 MIN ONLY" PARKING LIMIT. THE COMMITTEE UNANIMOUSLY AGREED TO RECOMMEND THE SHERRIFF'S BEGIN ISSUING PARKING CITATIONS ON A REGULAR BASIS. PER DR. TOMLINSON, DR. SPINK WILL MEET WITH THE SHERRIFF'S REGARDING CITATIONS. THE COUNSELING DEPARTMENT WITH GOOD REPRESENTATION MADE A PRESENTATION TO THE COMMITTEE. THE COUNSELOR'S CHIEF COMPLAINT WAS THE FACT THAT THEY ARE FINDING IT DIFFICULT TO PARK. THEREFORE, THEY HAVE ASKED FOR 12 SPACES TO BE PAINTED AND MARKED "COUNSELING PARKING ONLY" IN LOT 3. AFTER THOROUGH DISCUSSION, THE COMMITTEE IN AGREEMENT WITH THE COUNSELOR'S DECIDED THAT CITIATION ISSUANCE TO NON STAFF MEMBERS IN LOT 3 WILL MAKE A SIGNIFICANT CHANGE IN AVAILABLE PARKING.
8. **CAMPUS LIGHTING:** CONCERN FOR THE CAMPUS NOT BEING WELL LIGHTED WAS BROUGHT TO THE ATTENTION OF THE COMMITTEE. MR. ENGLERT INFORMED US THAT ALL LIGHTS ON CAMPUS ARE IN WORKING CONDITION. HOWEVER, HE DID MENTION THAT SOME LIGHTS ARE NOT BEING TURNED ON IN THE EVENING. IT IS RECOMMENDED THAT SHERRIFF'S BE RESPONSIBLE FOR TURNING LIGHTS ON IN THE EVENING AND OFF IN THE MORNING AS PART OF THEIR ROUTINE. WHEN FUNDING BECOMES AVAILABLE THE LIGHTING WILL BE UPGRADED. THE LIGHTS IN THE NORTH END OF LOT L WILL NOT BE REPAIRED BECAUSE IT WILL BE UNDER CONSTRUCTION.

Meeting adjourned at 4:20pm