Mission Statement: Los Angeles Harbor College fosters learning through comprehensive programs that meet the educational needs of the community as measured by student success, personal and institutional accountability, and integrity.

Committee discussed possible WEC schedule change. WEC is the strongest and represented by all three unions. The committee agreed for WEC to meet the 3rd Wednesday of each month at 1:00pm beginning in November 19th.

Evacuation Preparedness Training: Discussed the evacuations and explained to Dr. Lee the differences between evacuating the buildings vs. not evacuating. The President agreed with the in place drills. B. Young asked the committee if they preferred the drills to be announced by building. This will assist in training the faculty how to respond in the event of a real emergency. B. Englert: One building at a time is easy to do. The other simplest way is to do the whole campus at once but it is a struggle. If we do them individually it will take about a week. We can do a couple buildings a day. C. Diaz suggested to perform drills by quadrant. B. Young will write it up and send to B. Englert and Sgt. Van. The committee agreed the drills to take place from the 17th through the 20th will run drills in the morning and evenings divided into quadrants.

The preparedness schedule that we put forward is still waiting to find out the training date for the SIMS training. Trying to get the price on what this will cost. President would like to run training in January for all administrators and command staff. We’ll offer a class for the fulltime classified half day training. Original price was 1400 but includes all the supplies.

Discussion first aid CPR and cert training. LACF will train but if we are having the SIMS training it will take everyone off the job. If LACF can give us the resources and the cost will be the fire extinguishers.

Parking lot closure: B. Young discussed pot holes in the old admin lot/parking lot one can be paved ASAP if funding is available.

B. Englert: The lot will not close till 6 months to a year for construction. B. Young: Priority is to have the pot holes repaired. McMurray: explained the turn is really tight and dangerous when trying to avoid the...
pot holes. Englert: we need funding for the lot. It’s possible that the construction of the science building tore up the road between the PE lot and old admin lot.

Committee discussed the staging area of the Arcadis trailer near the old admin lot. A couple of areas Arcadis can be relocated is the GC building or the old library. Some other issues with the tennis court area and the LAUSD project that will be discussed at CORE as well. Has proposed an area for storage but it was denied. There’s the issue of the storage building. S. McMurray asked if we could have permanent grand stands. B. Englert: Yes, they will be aluminum grand stands with restrooms. S. McMurray: How much cost for rental of grand stand? B. Englert: The cost is $800 a year but we’ll pay more if we plan to keep them. Problem is there’s not enough seating for graduation.

**CDC Parking Lot:** an opposition of relocating the Dean parking spaces? The Deans agree to be moved to the parking structure. Englert: my staff will not touch the parking signs unless they have a work request from administration with a diagram. The dean’s spaces have been moved several times. Diaz: have seen disgruntle parents over parking spots.

B. Young wanted to discuss with Sheriff’s the carpool and efficiency vehicle signs are not being ticketed. Another issue is parents are parking in staff lots waiting for students to get out of class.

**Library Issue:** problems with students not behaving nosy and sit where there not supposed to. Rosas agreed to station a cadet to patrol the first and second floors. Young asked if the committee agrees, committee agreed.

B. Englert: The PE building has the same problem with the athletes. Athletes will liter in the gym in front of the custodians provoking arguments. We are having a problem keeping the building clean. We have a staffing problem and its high maintenance building. We are trying to work it out but there’s a rough group over there and its super busy. C. Diaz: The Men’s locker room has issues with students provoking custodians. They are throwing trash all over the place. Women’s locker room: they will not allow custodians to clean the locker room. Englert: high school students are the same way. The coaches will not assist in the locker room. McMurray: have issues in SSA kitchen with staff leaving food in the drain and the floor.

**Student and Staff Parking lots:** There are many complaints of students parking in staff lots. S. McMurray: We have a lot of students who have staff stickers. The policy is one permit per staff member. We need to find out how they are getting a hold of the stickers.

**Emergency phones Science Building:** B. Englert was told all the phones are in place. C. Diaz: There’s only one phone on one floor. Englert: they are intending to install a phone in each classroom. B. Young: according to the chair they are not installed. The phones in NEA will not dial out of campus only inter office correspondence. C. Diaz: there is also a need to make off campus calls. Englert: in the science building 1st floor break room there is a phone.
**Parking fund:** The parking fund has been re-categorized to the district. The Board rule states that we can no longer use the parking funds to repair parking lots. They are revenue generated for maintenance. Parking fund is supposed to go through FMO.

**Door Locks:** B. Englert: Displayed door lock prop to the committee. Explained how the Sheriffs can lock down the whole building in the event of an emergency. For the buildings that don’t have key card access we can use this. This lock is very well made and inexpensive. The key can lock from the outside and still get out from inside. It’s good if you need to lock the classroom from the inside. He presented a cheap and good locking mechanism.

S. McMurray: Are the Music building exterior doors repaired? B. Englert: Explained they are repaired. S. McMurray: Discussed the patio area in the fine arts building. Is there a way we can maintain it with plants and flowers? B. Englert: artificial landscaping is becoming very popular. He showed pictures of artificial landscaping. Would also like to consider when we do our central green work. If we put artificial turf we have no maintenance and it’s something to consider.

Dismissed 3:45pm