PERMANENT COMMITTEE MEMBERS

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Admin</th>
<th>Classified</th>
<th>Students</th>
<th>L.A. Sheriff</th>
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<tr>
<td>B. Young, Chair</td>
<td>L. Rosas</td>
<td>Y. Parra</td>
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<td>Sgt. Van</td>
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<tr>
<td>W. Hernandez*</td>
<td>A. Patterson*</td>
<td>C. Diaz</td>
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<td>M. Key</td>
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<td>W. Loiterman*</td>
<td>M. Yanez *</td>
<td>K. Roberts*</td>
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<td>M. Reid</td>
<td>M. Schaller for S. Sanchez</td>
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<td>S. McMurray</td>
<td>B. Villalobos*</td>
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<td>R. Shackelford</td>
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Managers:
B. Englert*
I. Clarke *

Guests:

B. Young: One agenda item, evacuation planning.

1. **Evacuation Planning**: B. Young: We had planned on evacuation drills. The discussion came up whether drills are necessary. The campus previously had indoor Shelter in Place drills. We discouraged vacating the buildings. Evacuating the entire campus could cause injury to people. Parking lot evacuations would move into the street. In the event of an emergency that would be dangerous.
Sgt. Van: The easiest thing would be to fire the test alarms and have the instructor explain the drill. One small building would be easier to evacuate.

B. Young: We are moving thousands of people by evacuating NEA buildings. He explained scenarios how the campus could evacuate in an orderly fashion. He distributed the drill announcement that the Sheriff’s office will announce on the PA system.

B. Young distributed the standardized response evacuation plan from the State Chancellor’s office. This allows for instructors to review it.

Anytime we write evacuation procedures it has to be connected with the Sheriff’s and Facilities offices.

We’ll finalize the drill when Bill Englert returns from leave. If we agree on the State Chancellor’s immediate actions response B. Young will send it out campus wide.

S. McMurray suggested for the drill announcement to be laminated and distributed to all faculty in opening day packets. It should also be posted in all classrooms.

When the alarm sounds and the announcement is given by the Sheriff’s.

Science complex alarms are now operational but the building still does not have a PA system.

Sgt. Van: would like to hold science building drill by itself to keep from any panic going on. B. Young asked if he would like to do the science building on the 24th at 8:10am and 9:00am the 30th we can repeat. Sgt. Van agreed. Committee discussed different timelines.

The committee agreed to the following schedule: May 3rd Saturday drills will be at 8:10am and a possible 1:10pm. May 5th through the 8th evening drills will be at 7:10pm and Friday May 2nd at 8:10 am

B. Young suggested the staff to meet in the afternoon to discuss how the drill worked out.

The committee discussed the script and the instructor’s announcement.

S. McMurray will word smith and send out to LAHC all tonight.

Meeting dismissed 1:43pm