I. Approval of Minutes from September 12, 2011 and October 10, 2011

II. Reports
   A. Co-Chairs
      (a) Secretary for committee
      (b) Great Shake Out Report
         (i) Rose – overall for information distributed
         (ii) Mike and Tina the phone notification
         (iii) Goals for next year
            a. Feedback
            b. Signage and maps
   B. Human Resources
   C. District Police

III. Standing Items
   A. Safety Plan Review and Approval
      (i) Chemical Hygiene Plan
         http://www.sbccd.org/~media/Files/SBCCD/District/EHS/Safety_Programs/CHC/CHC%20Chemical%20Hygiene%20Plan%20Final%207-10.ashx
      (ii) Update of Plan Matrix
   B. Departmental Safety Inspections
      (i) February 13, 2012 Science Labs
   C. Events
      (i) April is Earthquake Awareness Month
      (ii) CDC Zombie Apocalypse
D. District Hazard Reporting

IV. Old Business
   A. Finalize 2010-2011 Goals
      (i) Finalize Plans
      (ii) Schedule for Plan Review
      (iii) Schedule of Inspections
      (iv) 100% employee safety training
      (v) Fully staff safety committee

V. New Business
   A. Schedule for review and completion Emergency Operations Plan
   B. Lessons learned from the recent fire on campus
      (i) Communications
      (ii) Mass Notification
      (iii) Evacuation

VI. Future Agenda Items
   A. Lock out tag out (LOTO)
      [link](http://www.sbccd.org/~media/Files/SBCCD/District/EHS/Safety_Programs/CHC/CHC%20Lockout-Tagout%20101%20Overview.ashx)
   B. Keenan in December to provide workers comp. 101 overview

VII. Announcements
   A. Job Hazard Analysis to be reviewed by Managers
      (i) Committee to ensure this is accomplished

VIII. Adjournment

Next meeting: December 12, 2011