

**SAFETY COMMITTEE**

**MEETING MINUTES: October 29, 2014**

(Date)

**SAFETY COMMITTEE - MEMBER ATTENDANCE: = present A = absent**

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| **Clemence, Bob**  Health/Sci. - Lab |  | **Miller, Valerie**  Committee Chair –General Counsel |  | **McCown, Dillard**  Facilities - Collier | **A** | **Sherman, J.R.**  Facilities – Lee |  |
| **Crawford, Kathleen**  Collier Campus |  | **Kruger, Bernie**  Facilities – Charlotte |  | **Mitchell, Reggie**  Public Safety - Lee | **A** | **Ulrich, Melanie**  Faculty - Biology | **A** |
| **Gallagher, Patrick**  Public Safety - Charlotte |  | **Millis, Adam**  HR/Benefits |  | **Parfitt, Rick**  Public Safety - Lee | **A** | **Lewis, Justine**  Recorder |  |
| **Gibbs, Jeff** – HendryGlades Center | **A** | **Mayhew, Jim**  Health Professions – Rad. | **A** | **Pracher, Pete**  Facilities - Lee |  |  |  |

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| **MEETING CALLED TO ORDER:** 8:35 AM at Bldg. I-122 - Lee Campus  (time) (location)  **Meeting minutes of the June 11, 2014 meeting were approved without changes.**  **Introductions were made as there were new members to the Committee.** |
| **OLD BUSINESS:**  **There was discussion on the necessity of the Accident/Incident Review Report and if it was still wanted or need for this committee. All agreed that they would like to continue to get an update to identify trends, but that it should play a smaller role in the meetings.**  **In the past the committee would do sporadic inspection reports and it was not actually helpful as not all buildings were being inspected. Facilities are responsible for inspections, and would not need the help from the Safety Committee. JR Sherman will let us know if this changes.**  **We have in the past met monthly, but the group has decided that we should concentrate on meeting four to five times per Spring and Fall Semesters and schedule additional meetings as needed.**  **There were several people on the committee who have not attended regularly, we need to find out if they wish to serve or recommend someone to take their place. Bob Clemence indicated that Roy Hepner would like to join our committee. The members felt that it would be nice to have student presences or at least someone representing students and housing on the committee. Valerie Miller will contact members of the Committee who have not attended regularly to inquire if they would like to continue or to recommend someone. She would also invite Roy Hepner and contact housing for a student representative and invite them to join the Committee.** |
| **Review of Committee Goals/Planning**  **The Committee reviewed what were the goals and Objectives of committee and decided we need to make some changes to the objectives. The Committee has decided to work on the following goals:**  **1. Work on the safety audit through Gallagher Basset**  **2. Work on getting all employees and adjuncts trained in safety issues fostering a cooperative environment**    **NEW BUSINESS:**  **The Committee talked about possible campaigns to promote safety on campus.** |
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| **H. ADJOURNMENT:** The meeting ended at 9:21AM. **NEXT MEETING DATE: TBD** |