

**SAFETY COMMITTEE**

**MEETING MINUTES March 2, 2016**

(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 |  | **Sherman, J.R.**  Facilities – Lee | **A** |
| **Crawford, Kathleen**  Collier Campus |  | **Kruger, Bernie**  Facilities – Charlotte |  | **Mitchell, Reggie**  Public Safety - Lee | **A** | **Susan Bronstein** –  Human Resources |  |
| **Albert Dorelien** Residential Life |  | **Roy Hepner,** Pure & Applied Sci. | **A** | **Ulrich, Melanie**  Faculty - Biology |  |  |  |
| **Gallagher, Patrick**  Public Safety - Charlotte | **A** | **Millis, Adam**  HR/Benefits |  | **Nault, Albert**  School of Business/Technology |  | **Lewis, Justine**  Recorder |  |
| **Gibbs, Jeff** – HendryGlades Center | **A** | **Mayhew, Jim**  Health Professions – Rad. |  | **Pracher, Pete**  Facilities - Lee |  |  |  |

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| **A. MEETING CALLED TO ORDER:**  11:05 Bldg. I-225 - Lee Campus  (time) (location)  Meeting minutes of the January 27, 2016 meeting were approved without changes. |
| **B. OLD BUSINESS:**   1. **Trainings:**  * R.A.D. (Rape Aggression Defense System) – scheduled in February was a great success. A second training class for March 2016 is scheduled on the Lee campus but offered to all campuses. * CPR Training that took place in February was also a huge success. Full attendance. The class was informative and the instructors were extremely knowledgeable and helpful. * Susan Bronstein stated that she was looking into funds for another CPR training that may take place in the future for those that were not able to attend.  1. **Parking and sidewalk safety:**  * There is a traffic study being done that may address some of the issues with regards to sidewalks, walkways, lighting, and the parking lots. * Albert Dorelien expressed his continuous concern for the traffic on campus with our students and suggested that we may even entertain the idea of a traffic guard.  1. **Campus Public Safety Signs:**  * It was mentioned that Dr. Doeble inquired about the Public Safety/Emergency signs and where the committee stood with the issue. Committee recommended that it is still a topic of concern and that it should continue to be on the agenda.   Suggested signage locations were recommended to be on the exterior access doors of buildings and double sided stickers on the glass doors. Each building would need to be evaluated as to how many signs are needed. A mention of free standing emergency signs and signs placed on building directories.    **C. Review of Committee Goals/Planning:**   * The Committee is going to provide a list of recommended items they believe are a priority for the College by April 2016 if there is a fiscal impact. * All committee members were in agreement that recommendations should be submitted in a case by case matter. * A Chemical Hygiene subcommittee is in the works. The members will report to the Safety committee, which will be able to assist them if needed.   **D. NEW BUSINESS:**   * An update on Accident Incident reports was given. Due to the unusual wet winter we had the increase of slip and falls has risen. It was suggested and studied that the materials or lack of materials (i.e. walk off mats) to our floors are a key factor along with the rain. The consortium is going to visit the college to investigate the areas.      * The consortium has expressed that they offer a number of safety trainings at no cost. Susan Bronstein was going to look into what trainings were mandatory trainings by law and which safety trainings were college policy. In addition, Susan mentioned a software that is available for the organizing and tracking of SDS. * Albert Nault expressed a concern about the valet parking at the Barbara B. Mann and the parking of vehicles on the grass and blocking of areas. * An area of concern called the “scary bench area” was brought to the attention of Valerie Miller. Located behind the “O” is an alcove that has a bench and poor lighting. Pete Pracher expressed that he would look into changing lighting and even relocating the benches. Other areas around the campus where there is overgrown foliage, etc. will be looked at as well. * The topic of the AED locations in each area was brought to the table. One suggestion was from Bob Clemence and Jim Mayhew that the locations of the machines be placed on the “You are here” maps in classrooms. * Bob Clemence had asked the question if a community member can be on the safety committee, as he is getting ready to retire in May 2016 and would like to remain involved. Valerie Miller will check with policies and procedures with respect to his inquiry. |
| **H. ADJOURNMENT:** 11:59 **NEXT MEETING DATE: 4.6.16** |