

**SAFETY COMMITTEE**

**MEETING MINUTES April 25, 2019**

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

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| **Clemence, Bob**Community Advocate  | **A** | **Miller, Valerie**Committee Chair –General Counsel |  | **McCown, Dillard**Facilities - Lee | **A** | **Sherman, J.R.**Facilities – Lee | **A** |
| **Zirzow, Amanda**Science Lab Manager/Instructor (A&P &Microbiology) | **A** | **Krueger, Bernie**Facilities – Charlotte | **A** | **Mitchell, Reggie**Public Safety - Lee |  | **Nisson, Michael** Faculty **–** Criminal Justice |  |
| **Dorelien, Albert** Residential Life | **A** | **Hepner, Roy**Pure & Applied Sci. |  | **Whitmer, Elizabeth**Health Info. Tech - Lee |  | **McCann, Mya**Student  | **A** |
| **Botts, Brian**Principal, HS Lee | **A** | **DeVito-Young, Kimberly**Coordinator., Event Services |  | **Skumatz, Casey**Student | **A** | **Young, Bo**IT |  |
| **Kaiser, David**  Coordinator Plant Operations **-** Collier |  | **Mayhew, Jim**Health Professions - Radiology | **A** | **Brown, Stuart** Theater Professor |  | **Dantes, Judy** School of Business/Technology  |  |
| **Lehrian, Amanda**Associate Dean,Student Affairs H/GCenter |  | **Perdomo, Elizabeth**Coordinator, Clinical Placements, SOE |  | **Dowd, Frank** Faculty Librarian |  | **Mraz, Frank**Public Safety – Hendry/Glades |  |
| **Millis, Adam**Human Resources**Mohid, Ayesha**Note Taker |  | **Infantado, Nina**Science Lab Manager/Instructor (Biological Sciences & Interdisciplinary Sciences) |  | **Gilrane, Rose**Science Lab Manager (Physical Sciences) |  | **Hartsell, Angie**Director,Adaptive Services |  |

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| **A. MEETING CALLED TO ORDER:**  1:30 pm Bldg. I-223 - Lee Campus  (time) (location) Meeting minutes of the **February 21, 2019** meeting were approved with minor changes. |
|  **B. OLD BUSINESS:**1. **Lee Employee Parking Lot 7**
	1. Addition of speed bumps has resolved issue re preventing speeding in Lot 7.
2. **Night Class & Public Safety Presence**
	1. Increased security presence on Lee Campus duly noted and appreciated by Nina Infantado.
	2. Hendry/Glades and Collier report no issues.
	3. Bo Young mentioned report on NBC 2 about FSW being rated No. 1 in the State for public safety, according to a recent survey.
3. **Lab Safety**
	1. Nina Infantado reported progress in establishing better lab safety at Hendry/Glades campus. She has established contact with Joseph Leahy and provided supplies such as gloves and other safety and hygiene-related items for the lab. Also will provide updated MSDS sheets for H/G.
	2. Quartzy lab management database being used to add all chemicals being used at FSW. This will prevent purchasing chemicals we already have.
	3. Lab still wants to finalize the Chemical Hygiene Plan prior to implementing canvas course for instructors. In order for this to happen, financing needs to be approved for required training (e.g. OSHA, HAZMAT, HAZWOPER). Valerie says she made recommendations in this regard to Dr. McClinton. Also a Committee has been established for Lab Safety.
	4. Nina raised a concern about night cleaning people having very easy access to certain areas.
4. **Arena – Steps**
	1. Waiting for Dillard’s report on this.
5. **Tech & Security Update (including Veritas)**
	1. Re Veritas, a recommendation was made to block access to classrooms.

 **C. NEW BUSINESS**1. **Evacuation Plan**
	1. The need for an Evacuation Plan was discussed to include exits available to all including the disabled.
	2. Emergency signage needs to be current.
	3. Valerie raised these issues with J.R. including access to for those with mobility issues.
	4. Need to indicate whether windows open in or out.
	5. Professors could inform students and Reggie stated that Public Safety can also address students in a friendly atmosphere about evacuating premises should the need arise.
	6. Nina suggested that Public Safety could simply send out an email about what to do in the event evacuation is needed.
	7. In order to facilitate evacuation at night, Reggie suggested having night classes moved to the same geographical part of the College.
	8. Collier and H/G had no comments.
2. **Financing**
	1. The Safety Committee will submit their recommendations to Dr. Doeble, that could have a financial impact as well as those items that don’t have a fiscal impact.
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|  **ADJOURNMENT:** 2:30 pm **NEXT MEETING DATE: TBD – Lee I-223** |

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