

**SAFETY COMMITTEE**

**MEETING MINUTES September 20, 2018**

(Date)

**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 |  | **Sherman, J.R.**  Facilities – Lee |  |
| **Zirzow, Amanda**  Science Lab Manager |  | **Krueger, Bernie**  Facilities – Charlotte | **A** | **Mitchell, Reggie**  Captain, Public Safety - Lee |  | **Nisson, Michael**  Faculty **–** Criminal Justice | **A** |
| **Dorelien, Albert** Residential Life |  | **Hepner, Roy**  Pure & Applied Sci. |  | **Whitmer, Elizabeth**  Health Info. Tech - Lee | **A** | **McCann, Mya**  Student |  |
| **Botts, Brian**  Principal, HS Lee | **A** | **DeVito-Young, Kimberly**  Coord., Event Services |  | **Skumatz, Casey**  Student |  | **Lozano, Henry**  Student |  |
| **Kaiser, David**  Coordinator Plant Operations, Collier |  | **Mayhew, Jim**  Health Professions - Radiology | **A** | **Brown, Stuart**  Theater Professor | **A** | **Dantes, Judy**  School of Business/Technology |  |
| **Lehrian, Amanda**  Associate Dean,  Student Affairs H/G  Center |  | **Perdomo, Elizabeth**  Coordinator, Clinical  Placements, SOE |  | **Dowd, Frank**  Faculty Librarian |  | **Mraz, Frank**  Public Safety –  Hendry/Glades |  |
| **Giaimo III, Anthony**  Chief, Public Safety |  | **Millis, Adam**  Human Resources | **A** | **Infantado, Nina**  Biology Lab |  | **Gilrane, Rose**  Science & Chemistry Lab |  |

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| **A. MEETING CALLED TO ORDER:**  1:30 pm Bldg. I-223 - Lee Campus  (time) (location)  Meeting minutes of the **2.6.2018** meeting were approved without changes. |
| **B. OLD BUSINESS:**   1. **Alertus**    1. Chief Giaimo stated that Public Safety will be sending out additional training material to all campuses no later than end Oct. 2018 for the Alertus Panic Button.    2. Casey and Mya, report that students are concerned and afraid to walk to their cars after class at night. The Chief reports that he is changing the patrolling methodology to spread public safety officers throughout campus to address this concern. He also reports that Rave Guardian, is doing an update on their app, as it is not user friendly. Student representatives present agreed that it is hard to use, and don’t use it. Once the app is updated, the Chief wants to do some additional testing and training. 2. **Valet Parking at Barbara B. Mann**    1. Valerie met with Mark Lupe and Scott Saxon, Manager of BB Mann about valet parking issues at BB Mann. He reports that the parking issues have been addressed and we should not see any problems this season. 3. **Adequate Lighting at the Arena**    1. Recommendation from the Safety Committee was sent to Dr. Doeble that there are dark areas of low lighting when crossing to and from the arena. Dr. Doeble reports there is sufficient lighting at the designated crosswalk. 4. **Hand Sanitizer**    1. Dillard reports the contractor should be suppling hand sanitizer for all dispensers (mounted to wall or on stand). If you don’t have a dispenser, send in maintenance work order.    2. When new dispensers are installed, Facilities department should be informed. 5. **Use of Headlights on Golf Carts**    1. Dillard reports this is being addressed for facilities. 6. **WayFinding**    1. J.R. working on concepts. First phase - outer rings on the Thomas Edison “Lee” Campus and parking lots to alleviate issues at BB Mann and Arena. 7. **Wildlife Signs by Lakes**    1. Dillard reports all lakes at all campuses have wildlife signs posted. |
| **C. NEW BUSINESS**   1. **Uniform Shirts**    1. Issue brought forward that when an employee leaves the College, and their department has purchased shirts, they take their shirts with them. It was reported that a past employee came to the College wearing their old shirts and going into employee only areas, as if they are still employed. Different shirts used at FSW. Some shirts are department provided and some are purchased at the Bookstore. Captain says individuals need to have their FSW ID at all times. Department Heads could be of assistance. 2. **Sidewalks to 7-11 and other pathways**    1. Students report there are no sidewalks to get from the dorm to the 7-11 and it is dangerous. JR supplied a map showing several routes from the Dorms with sidewalk paths that take students to the 7-11. Albert discussed that he could provide some education to students about the direct path. 3. **Lightning Alert System**    1. Chief reports the lightning detection system is on the Thomas Edison “Lee” Campus, building U. When lightning is within 10 miles of the College, a horn will sound for Staff and Students to take cover. When lightning is out of the 10-mile radius, the horn will sound three consecutive times as the all clear. More education and training needs to happen on this detection system. 4. **Employee Parking Lot 7 and Hendry/Glades One-Lane Road**    1. The loop road has opened. JR says it is a parking lot road and speed limit at 10 mph or less needs to be respected.    2. Concerns re faculty and staff parking as students use this lot. Staff parking needs to be clearly identified and use of lot monitored.    3. Hendry/Glades stated concerns over their two-lane road with no turn-off. Amanda reports it is difficult at time to turn into the College from Cowboy Way. 5. **Lab Safety**    1. Nina reports that they are working on getting more faculty training and hope to get it standardized across the College. Working on developing campus courses through Canvas.    2. Nina suggested all lab managers need standardized procedures (all campuses) and need to adhere to them. This includes standardized procedures re emergency situations.    3. Chemical Safety Committee has been working on and hopes to be finalizing their Hygiene Manual.  |  | | --- | | **D. ADJOURNMENT:** 2:30 pm **NEXT MEETING DATE: November 15, 2018 at 1:30 pm** | |