

**SAFETY COMMITTEE**

**MEETING MINUTES November 21, 2019**

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

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

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| **A. MEETING CALLED TO ORDER:**  2:44 pm Bldg. I-223 - Lee Campus  (time) (location) Meeting minutes of the **October 3, 2019** meeting were approved by Elizabeth Whitmer and seconded by Frank Dowd. |
|  **B. OLD BUSINESS:**1. Chemical Hygiene Plan: Nina Infantado applied for permits for lab. Any incident in the science lab will be reported using the college’s insurance company report form. The designated supervisors or those involved with the incident need to complete the form.
2. Lab Safety Training: MWaste provided biomedical waste training to science lab managers.
3. Steps at the Arena: James Herrera went with Bob Clemance to look at the steps at the arena. James has foam corner guards that he will apply to the bleachers.
4. Safety Manual for Arena: Chief Connelly will work on this.
5. Round Up: The college plan to continue using RoundUp <https://www.youtube.com/watch?v=4EAQLNV48vQ&feature=youtu.be>
6. Video Intercom System at our Collegiate High Schools: Bo Young confirmed that the issue with routing video phones has been resolved.
7. Lockers in Bldg. L: Chief Connelly indicated that public safety officers lock the buildings when they are deemed unoccupied (not at a specific time). If a student needs to access a locker they need to call public safety.
8. Add AED locations to room maps: There is no plan to add AED locations to room maps. Chief Connelly indicated that there is a plan to train building safety leaders. Justine Lewis is recruiting.
9. Phones in the Classroom with instructions: Bo indicated that phones should be set up correctly; Elizabeth pointed out that AA-175/174/173 may not be set up.
10. Re-occurring training on door locks: Bo and Jason can create training videos on the door locks.

**C. NEW BUSINESS**1. FSW Guest WIFI: Bo explained that this network is no more secure than any other public network and students/faculty/staff should use the secure network. FSW user name and password are needed to login.
2. Glass in Library: Measurements of glass in the Library were taken. Chief explained that public safety is working with facilities to potentially add 3M film over glass to slow or stop so projectiles from penetrating glass.
3. Wi-Fi strength: Elizabeth expressed concern about the strength of the Wi-Fi. Bo explained that consultants will generate heat maps to determine Wi-Fi strength and if more repeaters are necessary. Bo will find out the progress of the survey/
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|  **ADJOURNMENT:** 3:20 pm **NEXT MEETING DATE: TBD – Lee I-223** |

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| **RECORDER:** Amanda Zirzow |