

**SAFETY COMMITTEE**

**MEETING MINUTES: February 7, 2017**

(Date)

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

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| **Clemence, Bob**  Community Advocate |  | **Miller, Valerie**  Committee Chair –General Counsel |  | **McCown, Dillard**  Facilities - Lee | **A** | **Sherman, J.R.**  Facilities – Lee |  |
| **Subic, Amanda**  Science Lab Manager |  | **Kruger, Bernie**  Facilities – Charlotte | **A** | **Mitchell, Reggie**  Public Safety – Lee | **A** | **Nisson, Michael** Professor Criminal Justice | **A** |
| **Dorelien ,Albert** Residential Life | **A** | **Roy Hepner,** Pure & Applied Sci. |  | **Ulrich, Melanie**  Faculty - Biology | **A** | **Mink, Sandra**  Student | **A** |
| **Botts, Brian**  Principal, HS Lee | **A** | **Millis, Adam**  HR/Benefits |  | **Nault, Albert**  School of Business/Technology |  | **Michael Berube**  Student |  |
| **Kaiser, David** Coordinator, Plant Operations |  | **Mayhew, Jim**  Health Professions – Rad. | **A** | **Brown, Stuart**  Theater Professor |  |  |  |
| **Fanslau**, **Michelle** Associate Dean, Student Affairs H/G Center |  | **Perdomo**, **Elizabeth**  Coordinator, Clinical Placements, SOE | **A** | **Dowd, Frank**  Faculty Librarian |  | **Lewis, Justine**  Recorder |  |

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| **A. MEETING CALLED TO ORDER:**  1:16 pm Bldg. I-223 - Lee Campus  **(time)** **(location)**  **B.** Meeting minutes of the December 8, 2016 meeting were approved without changes. |
| **C. OLD BUSINESS:**   1. **Hot Keys** 2. IT has confirmed that some faculty have begun using and testing out the Hot Keys. Complete installation should be done after spring break. 3. **Bollards on the sidewalk between parking lots 3 & 4** 4. JR says that there is a plan in place to have a bollard installed near building N. 5. **Unsafe parking in lots 7 & 8** 6. Valerie met with Judy Pultro to discuss the lack of professionalism and security with regards to the BBMann valet parkers. Judy has assured that she is going to work with BBMann to resolve these issues. Any future concerns should be brought directly to Judy Pultro. 7. **Master Key’s in Collier** 8. Reggie will give an update at the April 4, 2017 meeting. 9. **Flashing Lights grant** 10. Reggie will give an update at the April 4, 2017 meeting. 11. **Public safety number added to way finding** 12. JR mentioned that the Public Safety numbers will be added to the way finding signs in the near future. 13. **Adequate lighting/sidewalks at the arena** 14. Although all lighting is up to code for the arena, Dr. Doeble is looking into perhaps adding more lights and even contemplating adding additional sidewalks, for the safety of our students, employees and visitors. |
| **D. Accident/Incident Report Review**   1. An update on Accident Incident reports was given. A few incidents have occurred at the Arena since the last Safety Committee meeting in December 2016. Improvements such as adding hand rails, moving lights and widen the colored stripes have been completed.   **E. New Business**   1. **Loose bricks at S building** 2. Michael Berube brought to the attention of the committee the numerous loose bricks near the S building. It is a high traffic area and there seems to be no one monitoring of this area. The committee will forward to Facilities, Ron Copass. |
| **F. ADJOURNMENT:** **1:42 pm NEXT MEETING DATE: April 4, 2017** |
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