

**Strategic Risk Team**

**MEETING MINUTES September 12, 2023**

**Strategic Risk Team - MEMBER ATTENDANCE: = present X = absent**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Chief Connolly**Police Department | **✓** | **Welch, Lori**Director, Risk Management | **✓** | **Rath, Thomas**Campus Director, Charlotte & Hendry Glades | **X** | **Yovanovich, Michele**Vice President Student Life/Campus Director, Collier | **✓** |  |
| **Slisher, Jessica**Professor, Biology  | **✓** | **Cabral, Krissy**Professor, Crime Scene/Criminal Justice | **✓** | **Snyder, Angie**HR Manager, Employee Relations/Title IX Coordinator/Equity Officer | **✓** | **Evans, Amber**Construction Manager/Building Official | **✓** |  |
| **De Valk, Jill**Risk & Records Management | ✓ |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **A. MEETING CALLED TO ORDER: September 12, 2023 2:00 PM Zoom** Lori welcomed all in attendance and explained that the group members were selected to join the Strategic Risk Team by their positions at the College. The purpose of the team is for members to make recommendations that make sense and are actionable. These recommendations will be prioritized into a work plan. |  |
|  **B. OLD BUSINESS**Lori explained that the Strategic Risk Team is the revised former Safety Committee. Looking through the minutes from the last few years, lab safety was a recurring topic in the meetings. There was discussion regarding creating a lab safety manual or lab safety protocol in the Spring of 2021. Professor Cabral mentioned that there has been a lab safety sheet hanging in the crime scene lab and she will email if after the meeting. It was also mentioned that a previous science lab manager, Nina Infantado had worked on a chemical and hygiene safety plan. Dr. Yovanovich stated that maybe there was a lab safety plan in with the SAC’s documents. Professor Slisher will ask Laura McClinton if she knows of any lab safety document. **C. NEW BUSINESS**Lori stated that the College implemented a Risk Assessment Survey in the fall of 2022. Most common safety improvement suggestions included the following: OSHA-type safety training including ladders, lifting, overhead work, electrical safety; lab safety including biohazards and chemical spills; off ergonomics; training on AEDs, fire drills, fire exits, and fire extinguishers; active shooter training; walking police presence; more locked exterior doors; additional security cameras; and exterior lighting.Chief Connolly addressed the suggestions in his area. First, Tommy Mann and the continuing health education have implemented CPR training. Fire drills have been implemented at the collegiate high school. FSW alert sends messages to occupants of buildings if there is an event they need to know about. They are going to reboot the building safety leader program to train peers where volunteers are selected from each building. The department is working with Nancy from Information Technology to create an annual compliance training and critical response plan that includes training on active shooter threat notices and fire extinguishers. The active shooter training will demonstrate how to evacuate buildings or where to hide when faced with that scenario. For the past four years, the officers have been walking the campuses every day and create a daily report of all persons that they have contact with for community policing involvement. Since 2019, FSW is more secure with increasingly limited access points from the exterior. Also, regarding the security cameras, the Critical Response Team is working on technology that will map exactly where a call is originating from. They are working on a legend to assist in the re-evaluation of security camera deficiencies. Regarding exterior lighting, there has been a lighting study and design implemented at Lee campus. More lighting for BB Mann is planned.As members of the Strategic Risk Team, Lori would like everyone’s input to create a Work Plan. Suggestions for actionable, true risk items that need to be addressed are welcome as well as other information gathered to develop a plan. Professor Cabral suggested that we need to have training on all 4 campuses for the night locks for lock downs and need to improve the lock system on each campus.Laura McClinton responded to Professor Slisher that there was a lab safety document and she will contact Rose to send a digital copy. |  |
|

|  |
| --- |
|  **ADJOURNMENT:** 3:00 pm **NEXT MEETING DATE: Fall 2023** |

 |  |
|  **RECORDER: Jill De Valk** |  |