

Security, Safety & Health Committee Meeting

Minutes

February 17, 2017

Members Present: Garry David (Chair), Gary Don Harkey, Jim Nordone, Kevin Holland, Skyler Charlery, Haven David, Carl Brinkley, Mark Roberson, Lyle Bonner, Mike Hopper, Karla Munson, Sharon Dennis, Kristin Harris, Kim Platt, Tina Baker and Ken Terry.

Members Not Present: Mary Rivard and Ann Schultz.

Meeting was called to order at 9:00 a.m.

Minutes from the March 4th, 2016 meeting were reviewed. Mike Hopper made a motion to approve the minutes. Kevin Holland seconded the motion. The motion carried.

Carl Brinkley and Lyle Bonner reported that all fire alarm and boiler inspections are up to date with no issues noted.

Kevin Holland and Ken Terry reported that all emergency phones have been tested. Ken reported problems with two phones at CCC. Kevin will get with Run-biz and get those back up and working.

Lyle reported that the new locks for the dorms had arrived and Steven Kajs will install them next week. He is also looking into adding more lighting on the back side of the big dorm.

Kevin Holland said that he is looking into a new security camera system to get better coverage of both dorms. Dr. Harkey questioned how well the current cameras are working and was told they are much better than in years passed. Kevin and Ken will be looking at changing location of some cameras this summer to provide better coverage.

Kevin Holland reported that he has assumed full ownership of Clery Act monitoring and reporting. All of the files are now stored in his office and all of the filing requirements are up to date with the next report due in October. The current report is available on the VC website.

Other Business: Ann Schultz brought up the need to provide training for the AED units on both campuses. Dr. Harkey pointed out that training is available through HR in the Safe Campus video series. It was agreed we need to identify people on each campus and insure that they have received proper training.

Kristin Harris discussed some concerns she has with some of our emergency procedures and how they are or are not documented. Concerns arose when she was reviewing for SACS-COC reporting purposes. Jim Nordone suggested forming an Ad Hoc committee to review. Jim, Kristin Harris, Kevin Holland, Ken Terry, Haven David and Garry David will serve on the committee.

Haven David made a motion to adjourn. Sharon Dennis seconded the motion. Meeting was adjourned at 9:40 a.m.