

Safety and Security Committee Minutes

Wednesday March 25, 2015

Attendees: Russ, Wyatt, Roger, Rick, Jan, Larry, Barb, Donna, and Matt

Start Time: 2:00 PM

Key Points:

- Matt brought in a new lock-down device for doors that cost \$10. He installed the device on Summer Marston's office to show the group how it worked.
- Rick also brought in a lock-down device that cost \$20. His device is to be used by stomping it into the floor to prevent the door from closing or locking.
- Matt has stressed to the committee that he wants us to try to get the Emergency Response Plan and lock-down procedures finished.
- Matt wants to begin evaluating safety risks and what we can do to make things safer for everyone.
- Emergency Response Plan and lock-down procedures are to be presented to College Council on April 14th.
- Emergency Response Plan needs to get finished. We must direct any changes or suggestions to Barb in an email. The last day to submit is April 8th.
- Matt has assigned Donna to researching window coverings for the lock-down procedures. Determine the price of the coverings and research other colleges to see what they are doing.
- Matt has assigned Wyatt to get measurements on windows for the coverings. He asked for Wyatt and Donna to work together on what has been found on the window coverings.
- Matt has indicated that there are 22 people on the committee, but less than half actually attend. He has assigned that there will be a core group that meets every month and a sub-committee group that will not be required to meet every month.
- The core group is: Matt-Chair, Kim-Co-Chair, Barb, Wyatt, Phil, and Jan. Matt declared on March 26th that Donna will be a part of the core group as the minute's keeper.
- Rick asked to be taken off of the committee since he is on so many other committees.

End Time: 3:00 PM