

Safety Committee Meeting Minutes 9.13.19

Attendance not recorded

Here is a list of topics needing to be address in the safety report:

1. Safety committee membership:
 - a. Trades Division Chair
 - b. Welcome Center Front Desk
 - c. Faculty Front Desk
 - d. AP Campus Front Desk
 - e. F&R Division Chair
 - f. Business Manager
 - g. HR Director
 - h. Maintenance & Facilities Director
 - i. AP Maintenance Worker
 - j. Continuing Education Coordinator
 - k. Acting Assistant Dean of Administrative Services
 - l. Nursing Faculty Member
 - m. IT Director
 - n. Library – open later than other offices? AdHoc Member? - Declined
 - o. Faculty Member – Todd Dumas - EMT? Adjunct - Terrie Atwood – here late? – Emmett Coon
2. Notification to campus of emergencies:
 - a. Regroup – no response for training/CIO UM
 - b. Advertise the system to get large response to opt-in.
 - c. List of those who have already opted-in.
 - d. Incentive to opt-in?
 - e. Training for all current employees, then HR for new hires
 - f. Possibly have Ambassadors have a table in the Student Centers
 - g. During Orientation – sign-up
 - h. Online students include in orientation and somehow have an announcement
 - i. Sign-up on the website
3. Drills/trainings:
 - a. How often –
 - i. Fire Drill at both campuses one in the fall and one in the spring
 - ii. October 18th – great shake-out for earthquake drill
 1. Was announced on phones before – look into this
 - iii. Lock down drill
 1. De-escalation training – Noal Petty
 2. Active Shooting training – Noal Petty
 3. Self-Defense training – through PD
 - iv. Every area needs to know how to protect themselves – Noal Petty? UM Campus Police assist?
 - v. Defensive Driving – RMTD
 - vi. AED training – nursing department

