

Safety Committee

Meeting Date: 03/29/18

Present: Chris Loos, Rita Dingman, Brian Johnson, Jacci Netter, Al Raeker, Missy Majerus, Karen Middendorf, Alex Veillette, Anthony Wolbersen.

AGENDA

Old Business

1. New "Latchblocker" Device
 - a. We have recently tested the "Latchblocker"
 - b. I have received approval to purchase
 - c. PO has been created and product ordered. Looking for a summer install date for a majority of the devices. Will roll out starting with current requests for this device

Chris states that the latchblockers will replace the old "card inserts" that are no longer produced by the manufacturer they were ordered from. The old devices wore out quickly, and are no longer replaceable. These new devices are built to last, and are made of metal instead of paper. Chris hopes they are a temporary solution as the school is reviewing the addition of card readers on classroom doors in the future. Any newly renovated space on campus will have card readers installed on the entry doors, and a plan is being developed to phase in card readers elsewhere on campus.

New Business

1. Security System Upgrade Project
 - a. Elert and Associates was contracted to conduct an evaluation of our existing systems
 - b. They are now working on their report back to us which will include approximate pricing for the systems we are looking for
 - c. Next phase is design of the system followed by RFP

Chris states that the Elert project has run smoothly and that they have brought up many important findings that will help SCTCC develop a phased plan to upgrade security systems on campus.

2. Campus Safety Perception Survey

Chris states the survey was eye opening, however, a small percentage of employees participated so it was only a small snapshot of what the campus true perception may be. From the feedback that was provided, a plan will be developed on how to address those concerns or at least keep them in mind as we move forward with some projects already in process on campus that will ultimately address.

3. Safety Committee Technical Manual
 - a. The system office recently released a technical manual for campus Safety Committees to follow
 - b. This manual outlines responsibilities of the committee and SCTCC will look to adopt the manual
 - c. Review of manual and discussion regarding implementation at SCTCC.

Safety Committee

Chris stated that the manual is a good representation of how a Safety Committee should operate, however, the current process that is used is fine to continue using per Don Beckering at the system office until the Technical Manual can be fully implemented on campus. Chris would like to work towards using the framework provided by the system office, and the Safety Committee will discuss at a later date.

4. Employee Injury Report Update
 - a. No employee injuries have been recorded this month
5. Open Floor

No concerns were brought forward. End of meeting.