

Safety and Security Committee Minutes: 2015-0803

Safety and Security Committee Meeting Notes

Lee College

August 3, 2015

INVITEES:

Steve Evans, John Conner, Bill Smith, Karen Seratt, Harry Pang, John Elliott, Karen Guthmiller, Mike Spletter, Scott Bennett, Tom Sandoval, Daniel Christie, Sam Ortellono, Rosetta Mourer, Delma Garcia, Marti Covington, Mark Jaime, Tom Sandoval, and Leslie Gallagher

ABSENT: Leslie Gallagher

STEVE EVANS REPORT

Still seeking new Security Captain – To go to board August 20

Emergency Procedures will be posted at the beginning of this next week

Clery Act Report is Due October 15

Safety and Security Audit was due Friday; please send reports ASAP

Incident Reports are Online for Review

Hoping to have an interactive security input online

COMMITTEE REPORTS/ INPUT

We need to find out who has the best knowledge on chemical storage and spills.

We should possibly think about adding an EpiPen to our first aid kits.

Smoking Structures – there will be designated areas for smoking; however we are still waiting on the parameters on how to enforce this from our cabinet.

Smoking signs will need to be changed according to the changes.

Concerns discussed about the intersection of Gulf and Whiting if one is driving from the South visibility is terrible.

ITEMS OF ACTION

Need education in PDD agenda about procedures and gun security.

Execute Fire Drill once a semester; planned then unplanned once dates are suggested

Amendment for Active Shooter Procedures Still awaiting feedback from Baytown PD and policy approval

Addition for Wash Stations- John Elliott

Review the Reformat of the Emergency Procedures –To be sent the first week of August

NEW DUE DATE for the Safety and Security Audit – **DUE ASAP**

Section Assignments

- Karen Seratt and Leslie

- Captain Jackson
- Steve
- Tommy
- Harry, Sam and John
- Mark and Daniel
- Scott, Delma, Steve
- Karen G., Rosetta, Mike
- Marti Covington
- Student Rep and Mark

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