

# **Safety and Security Committee Minutes: 2015-0928**

## **Safety and Security Committee Meeting Agenda**

**Lee College**

**September 28, 2015**

### **INVITEES:**

Steve Evans, John Conner, Bill Smith, Karen Seratt, Harry Pang, John Elliott, Karen Guthmiller, Mike Spletter, Daniel Christie, Mark Jaime

ABSENT: Rosetta Mourer, Delma Garcia, Sam Ortellono, Marti Covington, Tom Sandoval, Scott Bennett, Leslie Gallagher

### **STEVE EVANS REPORT**

New Security Captain – JR Velez

Emergency Procedures title has been changed to Multi-Hazard Emergency Operations and has been posted online.

Clery Act Report has been completed

Safety and Security Audit has been completed- discussion to follow on ways we can improve

ECHS speed zone is not yet complete.

### **COMMITTEE REPORTS/INPUT**

Committee asked about possible faculty and staff parking.

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

### **ITEMS OF ACTION/QUESTIONS**

AED Update: Order new AED for old gym

Need education in PDD agenda about procedures and gun security.

Need process for evacuation for faculty.

Is there a Threat Assessment group in the counseling area?

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

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

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.

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