

**SAFETY COMMITTEE MEETING**  
**MINUTES**

September 6, 2018

1:00 pm

Elko – DCIT 201

**Members Present:**

Pat Anderson, Sheri Baker, Steve Garcia (absent – in class), Jodi Gerrits, Brenda Gonzales, Heidi Johnston (absent – in class), Lora McCarty, Earl Owen, Roger Quijada, Tami Potter

- ❖ Introductions of all members and guests.
  
- ❖ Old Business – Pat reviewed with the committee what had been left unfinished from last spring. Pat also provided updates on what the security department has done to improve response to emergencies.
  - ✓ New radio systems, with approval of EPD Chief Ben Reed to be able to talk directly to officers responding.
  - ✓ Changes in the Active Assailant training, now having the Elko Police teach the training developed by a University in Texas based on real incidents.
  
- ❖ New Business –
  1. Earl brought forward a concern from the CTE department regarding the emergency notification program and not getting the information on delays or closure early enough for 7:00 AM start classes. Pat explained one of the delays last year was the President was new to the notice system and therefore took a little longer to decide on the notice. The committee discussed the concerns and agreed the notices should be out before 6:00 AM. The committee discussed the idea of having a few persons involved that live in different parts of the community such as a person near the campus, a person in Spring Creek and maybe a person in an outlying area of the city so all-weather zones are considered, when making decisions. Pat agreed to speak with Vice President Sibert, so a small group could be set up and involved early in the morning.
  
  2. Lora asked about the uploads to the e2Campus notification system being updated more frequently. Last year several members of the campus did not receive notices because their information was not uploaded after being hired. Pat explained, she does not do the upload, it is handled by computer services. Lora stated she could work with Pat to look at what the upload takes, maybe her department could assist so the uploads are done as planned twice a month.

3. Pat discussed the conversation she had with Jeannie Bailey regarding a grant to end smoking on campus. Pat explained her concerns regarding the grant and who may have the time to manage it. The committee discussed the distance from doors a person should be (30 ft.) and how to improve compliance with that policy. Pat agreed to send out an email to all locations reminding everyone not be in a doorway or next to an HVAC intake unit.