

AGENDA

March 13, 2014
EIT 201

Members: Pat Anderson, Kara Coates, Jodi Gerrits, Joe Jensen, Staci Warnert, Michael Whitehead

1. **Info** = During the last meeting committee members discussed holding more campus safety training and drills this spring. They noted we have not done either this semester and we should return to holding these on a regular basis.

Following up on this recommendation, Pat scheduled emergency procedures training for Feb. 25th via IAV and had 28 attend. Active shooter training was held Feb. 27th with 18 attending. The next training offered will be Public Building safety dealing with workplace violence. Since the last meeting we have had false fire alarms in Berg, EIT, McMullen and Lundberg which worked well as drills.

2. **Info** = Continue discussion on ideas, topics that should be included in a field work plan for interns, students conducting field work, capstone projects. During the last meeting the committee discussed having ready packs for field work such as emergency supplies, first aid supplies and safety items such as "Spots" for notification of emergencies and to give a safe all clear signal. We also discussed having a check list in the vehicles and a form for Lou to service vehicles before trips are made.

Dr. Laurie Walsh was a guest in the meeting to discuss problems she observed last summer while two Ag students were involved in field work. Dr. Walsh described the problems the students encountered because of minimal preplanning and coordination. Dr. Walsh also suggested that a written policy should be established with the suggested checklist and a determination be made on what is "remote" work; such as how far from a center or how far from cell service or a main road.

In follow up to the prior suggestions Pat noted that the Controller's office has a procedure in place to take note of any problems with a vehicle when the keys are turned in and getting that information to Lou. Her office has two first aid backpacks that can be filled with supplies and issued/loaned to anyone doing field work.