

Health, Safety & Clery Act Committee

9/10/13

1:00 PM

Building 10 Conference Room

Chair: 1st Meeting of Fall

Vice-chair: Facilitator: Tracey Johnson

Members Attending: Tracey Johnson, Haywood Broome, Fashikie Smith,
Wesley Adams, Phylicia Bridgers, Matthew Lincoln, Leonard Hudson Guest: Hal Swindell,

Members Absent: Kristen Baker, Ron Skinner, Steve Taylor

9/10/2013

I. Call to Order

Presenter:

The meeting was opened by Tracey Johnson

II. Minutes of Previous Meeting

Presenter:

A summary of the previous meetings, along with information on committee progress, was given by the former chair Chief Hal Swindell.

III. IV. Election of Officers

- Chair-Campus Police Chief
- Vice-Chair Fashikie Smith
- Secretary- Phylicia Bridgers

IV. Meeting discussion

Presenter: Committee/Hal Swindell

- The Health and Safety Clery Act Committee Purposes were discussed.
- Clery Act ... Clery information, that meets the Federal requirements, has been turned in by Chief Swindell. This will not be due again until Oct of 2014. It was determined, by the committee, that the first committee member to attend Clery training should be the new Campus Police Chief unless he has already attended. If so a committee member will be chosen to go.
- Recommendations will be made for October Disaster Drills. Wesley Adams will take this up with Mark Nelson. Wesley will also ask Mark for clarification on the way in which the revision of an off-hour campus use policy needs to be addressed.
- The annual review and revision of the BCCC emergency flip chart will come under the duties of the Chief of Police along with Clery files, correspondence, Security Reports, and crime statistics.
- Blue Ridge or another entity will be contacted by Wesley Adams for Fork Lift certification.
- The AED policy is still under review. This needs to be sent to the administrative council as soon as possible.
- There will need to be another Table top Disaster Drill before Emergency Lock down procedures are implemented in a campus wide live Drill during the spring. John Pack will be asked to assist.
- Other items of interest to the Committee are (but are not limited to): Ladder safety, Electrical Safety, Slips Trips and Falls, Ergonomics, Quarterly Drills and Safety Inspections. New subcommittee chairs will be appointed upon the arrival of the Chair.
- Meeting adjourned

Other Information

Next Meeting: Friday October 25th at 1:00 p.m. TBD