



# Minutes

**Committee Name:** Safety Committee

**Date:** November 17, 2020

**Time:** 10:30am

**Location:** Zoom

**Present:** Kevin King, Jarrod Bowen, Tanner Barnett, Ana Mora, Deanna Campbell, Mike Metcalf

**Absent:** Lisa Stephens, Sherri Windish

**Non-members in attendance:** James Markham

1. **Call to Order** - 10: 35am. Kevin confirmed the committee members and their responsibilities to make sure we have representation from all areas. Committee members agree that providing the meeting recap at the end of each meeting is important to relay consistent information. Kevin read the Committee Charge.
2. **Approval of Agenda** - Agenda approved with no changes.
3. **Approval of Minutes and Action Items** – Minutes reviewed and approved from 10/20/20 with no changes.  
*3.1 Kevin will review feedback on training video and revise as needed.* See Agenda item #7.
4. **Safety Suggestion Boxes** - No reports.
5. **COVID-19** - Kevin reported in addition to the COVID19 Response Team that was formed at the beginning of this pandemic they are developing a 2nd tier. The 2nd tier will be looking into how individuals have perceived the COVID information, concerns, impact, costs and gaps. Kevin asked committee members to socialize feedback and get some conversation going while the tier is being formed. Committee members mentioned the Coming onto Campus form was not easy to locate on the site. Ana asked that Kevin also look into the location of the LRC hours of usage for easier access to the information.  
*Kevin will look into relocating the form to Come onto Campus and the LRC hour of usage for easier access on the site.*
6. **Great Shake Out** - Kevin reported he received some of the surveys that went out to only those that were on campus during the drill. The phone issues should be resolved when the new software is installed. Kevin will focus on our physical response until then.



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- 7. VAWA Training** - Kevin reported the district is developing training platforms for the 4 Clery topics. They are working on a unified approach for all 3 colleges from a Clery perspective with focus on policy and procedures. There is new insurance that comes with a training platform centralizing the violence against women's training. The district is moving slowly and have two of the trainings available now. They are working on developing the student platform. All information of course work will be stored on this new platform. The CSA and new hire orientation will continue on canvas.
- 8. Security Coverage** - Kevin reported he has identified gaps in the previous security assessment. The current security contractor cannot provide services at ESCC as quoted. Kevin is preparing a new security assessment and analysis using in house guards, hybrid, and contract combinations. Kevin is seeking more coverage around the campus and gym parking lot. He is providing an iPad for the guards to be able to monitor two areas at one time.
- 9. Review of Action Items**
  - 9.1 Kevin will look into relocating the form to Come onto Campus and the LRC hour of usage for easier access on the site.**
- 10. Future Agenda Items** - None.
- 11. Meeting Recap for Report-Out** - Kevin discussed the new COVID -19 Tier 2 that is being form and socializing for feedback. The Great Shake Out after action report identified phone issues that the new phone software should correct. VAWA training is moving to a district platform for all 3 colleges where all coursework will be stored. Kevin discussed our current security coverage and his plans for revision.
- 12. Future Meeting Dates** - The committee agreed to cancel our December and January meetings.

February 16, 2021

March 16, 2021

April 20, 2021

## **13. Adjournment**

Meeting Chair: Kevin King

Recorder: Crystal Leffler