**SAFETY COMMITTEE MEETING**

**MINUTES**

February 6, 2014

EIT 201

Members Attending: Pat Anderson, Tom Bruns, Joe Jensen, Staci Warnert, Michael Whitehead

1. **Info** = Update on the camera installation.

The committee was advised that all the cameras originally recommended would be installed this spring. The money from the equipment fund $5500 was not enough to cover the $9741.40 quote however, with the cost savings from open positions the Security account was able to cover the difference.

1. **Info** = Update on Procedures for the Protection of Children and Mandatory reporting ….

The policy has passed Faculty Senate, SGA and Classified Council. It was heard at President’s Council this month and approved.

1. **Info** = Discuss ideas, topics that should be included in a field work plan for interns, students conducting field work, capstone projects. Start development of a checklist/outline.

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. This discussion will continue at the next meeting.

1. **Info** = Committee members input, comments topics for future meetings.

The committee 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 has scheduled emergency procedures training for Feb. 25th and active shooter training for Feb. 27th.