Safety Risk Management Team Minutes
April 26, 2022
1:00 pm – 3:00 pm
Zoom and Founders Room

Chair: Eric Howard

Roll Call:

	Sabrina Black	√	Brenda Brown	√	Beth Crowe
√	Chris Clark	√	Dwayne Fehrenbacher		Emily Forthman
	Jennifer Herren	√	Eric Howard	√	Don Koch
√	Russ Stoup		Jonathan Van Meter	√	Brandy Woods
				√	Guest, Tina Dudley

I. Call to Order

The meeting was called to order at 1:03pm.

II. Additions to the Agenda

III. Campus Safety Plans

The Campus Safety Plans are due for updating by June of 2022. This is an ICCB submission requirement.

<u>Items Requiring Action:</u>

Assignment will be given to Chris's Executive Assistant.

IV. Drills/Overall Emergencies

Due to accidental fire alarm, the lack of preparedness of all employees was prevalent. Also of importance is the ability of ALL to retreat to a safe area, as in accessibility for those using assistive devices, i.e., wheelchair, crutches, canes, etc.

V. Standing Agenda Items for Future Discussion(s)

G4O1SD (pg109) G4O1SE (pg110) G4O1SF (pg111)

- **Risk Management Plan (March)**

- **Campus Safety Plans (May)**
  - **a) Anna**
  - **b) Metropolis**
  - **c) Cairo**
  - **d) Main Campus**

- **Emergency Plan Update (October)**

- **Clery Act/VAWA (Violence Against Women)/OSHA/ADA to be included in a Campus Safety Report (October)**

- **Disaster Recovery Plan (college operations)**

- **Create a Chemical Hygiene Plan**

- **Collect/Review/Dissemination/Housed (MSDS)**

- **Develop/Implement College-Wide Emergency Preparedness Training Activities**

- **Oversee Health & Safety Training Programs (Employees/Students)**

- **Develop an Annual Safety Inspection Plan**

Current approved policies for review are on the shared drive: Board Policy and Procedures/Draft Administrative Policies by Councils/Administrative Services Council/College Facility

Current Campus Safety Plans to review are located on the Website

VI. New Business

There was no new business.

Adjournment

Chris made a motion to adjourn the meeting at 1:41 pm with a second by Don. All members voted Yea, the motion carried.