Safety Risk Management Team Agenda
November 28, 2022 - 1:00 pm – 3:00 pm
Founders Room & Via Zoom for Remote Employees

Chair: Eric Howard (Interim Chris Clark)

Roll Call:

☐ Sabrina Black	☐ Brenda Brown	☐ Beth Crowe
☐ Chris Clark	☐ Dwayne Fehrenbacher	☐ Don Koch
☐ Jennifer Herren	☐ Eric Howard	☐ Krista Aud
☐ Jonathan VanMeter	☐ Brandy Woods	☐ Vicky Cornelissen

I. Call to Order

- **Krista Aud - absent**
- **Eric Howard – absent**

II. Additions to the Agenda - None

III. Items for Discussion

A. Gymnasium / Bleacher Update

a. On schedule. Right motors for the tuggers came in today. [November 28, 2022].
b. Floor imperfections found during walk through will be corrected (some, not all), after bleacher installation.
c. December 15, 2022, completion is still goal date**.**

B. Ballfield Road Construction Update (Electric / Lighting)

a. Nothing heard from vendors, possibly this week – as this will fall within the 12-14 weeks completion discussed.
b. Wires have been pulled, all that is required is setup and hookup.
c. On/off switch will be located at the CTE Building, main distribution panel.
d. Suggestion, safety, keep lights on at night – as that area of the campus is extremely dark.

C. Active Shooter Training US marshals will do the training on a prearranged date. – Update –

a. No updates on training or dates at this time.

IV. New Business

A. Reminder email should be sent out regarding inclement weather, and how to access via All Saints Alert.
    a. Vicky to provide Chris and updated call list (people wishing to be phoned).
B. Rescheduled concrete work, end of this week. Location out front (Main Campus) and also by the main ramp.
C. Carpet goes to Board Meeting [carpet is on hold, pending approval].
D. Campus Safety Plan is being retyped.
    a. As a word document, easier to update document and all fonts uniform, updating information, corrections being made in regards to titles, names, misspellings.
E. New Custodial Staff Member
    a. Larry is no longer our custodian (he will be on campus in January as a student).
    b. Don will get the name of the new custodian and will share.

Adjournment: 1:20 PM

Please join us face to face, however if you are working remotely, a Zoom link is attached. An agenda will be sent prior to the meeting.
Join Zoom Meeting
One tap mobile +13126266799, 94525416279# US (Chicago)
Dial by your location +1 312 626 6799 US (Chicago)
Meeting ID: 945 2541 6279

Standing Agenda Items to Keep on Radar

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

- **Risk Management Plan (March)**
- **Campus Safety Plans (May) – September 2023 for ICCB Submission**
    a) **Anna**
    b) **Metropolis**
    c) **Cairo**
    d) **Main Campus**
    e) **Vienna**
- **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