

DISTRICT COMMITTEE ON SAFETY
MEETING SUMMARY
December 16, 2020

PRESENT: Don Mueller
Carlos Serna
Raymundo Armendariz
Nancy Buvinger
Jose (Jay) Elarcosa
Judi Holmes
Michele Kingston
Diane Loera
Irlanda Lopez
Michael Meadors
Hillary Mennella
Patrick O'Donnell
Mayra Radillo
Joy Senf

ABSENT: Brian Cable

GUEST(S): Luz E. Ocampo
Meeting Secretary

1. CALL TO ORDER

Don Mueller called the meeting to order at 1:05 p.m. via ConferZoom.

2. APPROVAL OF THE NOVEMBER 18, 2020 MEETING SUMMARY

The November 18, 2020 minutes were approved. Joy Senf abstained. Patrick O'Donnell asked if a comment that was on "Items from the Floor" be removed from the minutes, as he did not state it. Don Mueller concurred.

Don Mueller informed the committee that Michael Meadors has joined the Safety Committee as the representative for the Confidential employees.

3. EXAMPLES OF EMERGENCY SAFETY POSTERS

Dan Mueller said he like the poster from CATAWBA the most. He liked the layout. Nancy Buvinger said she liked the icons as they draw attention. She also said she would to show the poster to some people to see if the can see the different colors, in regards to color blindness. Don Mueller said he liked Nancy Buvinger's idea. Joy Senf said this poster caught her attention more, as it is eye catching and she asked if the font could be larger. Don Mueller said they would have to work on the content to see how large the document is and how to make it practical.

Michele Kingston asked if the emergency poster would go along with the map or would it be a "stand alone" with a map beside it. Don Mueller said it would replace the existing poster. It could be a combination or two posters side by side or one on the top and one on the bottom. We still need to have the Evacuation map. There will be no Flip Chart.

Joy Senf asked if it can also be made smaller as well, to be used as a quick reference, to be given to faculty, staff and students. Don Mueller said maybe it can be made into a PDF, printed and laminated. Michele Kingston said that it can also be done as a link. Don Mueller said he least favorite one was from RDSI (Rhode Island School of Design). Joy Senf said it looked a bit “choppy”. Don also said that the ones from University of Georgia and Virginia Tech don’t use the space well.

Nancy Buvinger said that maybe icons from the other samples can be used on the final poster. Don Mueller said we should cut down the categories to 8 of the most important, from the CATAWBA poster sample. Michele Kingston suggested that the Severe Weather be removed and that Suspicious Behavior & Violent Behavior could be combined into one (1) category. Don Mueller then suggested that Hazardous Materials and Gas Leak could also be combined into one (1) category. Also add Earthquake as one of the eight (8) categories.

Joy Senf said that some students do not know what “Shelter in Place” means. Maybe it can be combined with Active Shooter. Don Mueller said he wanted to start working on a poster draft and set some “bullet” points. Eight boxes/categories is a good start. Michele Kingston said she like the Active Shooter wording on the University of Georgia poster. She also mentioned that students need to be educated on what to do if they happen to arrive on campus once a Shelter in Place has been started. Don Mueller agreed that they (students) need to be educated and informed. Nancy Buvinger stated that this has been discussed before, for situations like this. Joy Senf also mentioned about changing the gun icon (Active Shooter) to something else. Hillary Mennella said she was thinking along the same lines. Don Mueller said they would have to come up with an idea then. Michele Kingston said she brought up the Active Shooter icon from North Carolina school site and it looked good. Don Mueller said to please save it and send it to him. Don Mueller asked who would like to help with the poster draft. Joy Senf said will help.

Judi Holmes asked about evacu chair procedures being on the poster. Don Mueller said that was already on the Evacuation poster. Diane Loera said that Faculty Senate could be contacted so that the faculty could inform students, by reviewing the policy with them on the 1st day of class. Don Mueller said these would be the following 8 categories on the Emergency poster, no specific order: **Medical Emergency, Sexual Misconduct, Fire/Evacuation, Hazardous Materials/Gas Leak, Suspicious Items, Active Shooter, Violent/Suspicious Behavior and Earthquake**

4. ITEMS FROM THE FLOOR

Don Mueller asked if there any items from the floor to discuss. There were not.

5. NEXT MEETING DATE

The next meeting is tentatively scheduled for January 20, 2021 via ConferZoom.

6. ADJOURNMENT

The meeting adjourned at 1:55 p.m.