



**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:

<input type="checkbox"/>	Sabrina Black	<input type="checkbox"/>	Brenda Brown	<input type="checkbox"/>	Beth Crowe
<input type="checkbox"/>	Chris Clark	<input type="checkbox"/>	Dwayne Fehrenbacher	<input type="checkbox"/>	Don Koch
<input type="checkbox"/>	Jennifer Herren	<input type="checkbox"/>	Eric Howard	<input type="checkbox"/>	Krista Aud
<input type="checkbox"/>	Jonathan VanMeter	<input type="checkbox"/>	Brandy Woods	<input type="checkbox"/>	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