

Peru State College Safety Committee Meeting

December 4, 2018

0830 - 0930

Campus Services Break Room

- I. Call to Order by Tim Robertson, Security Supervisor
- II. Roll Call
 - Present:
 - Chairman: Tim Robertson, Security Supervisor
 - Facilities: Darrin Reeves
 - Athletics: Brent Melvin
 - Faculty: Daniel Hayes
 - Professional Staff: Stephanie Pfeifer & Amy Oestmann
 - Support Staff: Dana Cummins & Sarah Eickhoff
 - Not Present:
 - Student Senate Representative
- III. Security Report – Tim Robertson
 - Winter Weather update:
 - Areas have been slick
 - Some minor accidents and vehicles stuck.
 - Security has sent E-Mails and Emergency Alerts notifying of slick roads
 - Sheriff Lottman has asked that we remind drivers to use caution and contact authorities if their vehicle is disabled.
 - Cameras:
 - I am working with the student senate on additional security cameras on campus. Currently looking at other vendors and areas of need.
 - Crimes are down for the semester – Nothing major to report
 - Will be implementing fire drills in Academic Buildings and Administration building in Spring Semester – More information on Safety Committees assistance with the drills in upcoming meetings
- IV. Facility Services update on campus maintenance and building projects – Darrin Reeves
 - Winter Weather
 - Crews have been out to remove snow and ice. Will be a long process due to the amount of snow and rain we got. Use caution
 - Closed Jindra Steps and Complex steps until snow melts and can be removed. No ice melt can be used.
 - Theatre Project
 - Theatre project is being finalized building is being used but the contractor is still working on the punch list and grounds.

Next Meeting – January 16, 2018 at 0830 in Hoyt Conference Room.

- Lighting Project
 - Contract has been signed and work will be starting on adding outside lighting at the Complex.
 - Will be adding lights in front of TJ Majors once completed at the Complex
- V. Student Senate Report –
- No representative present
- VI. Improvement recommendations (continued)
- Signs on Hoyt street and 5th street marking the crosswalks
 - Signs have arrived Maintenance will install once construction complete Hoyt street handicap entrance ramp needs to be wider
 - No plans at this time
 - Handrails from Delzell to Hoyt Science Building
 - No plans at this time
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- VII. Lighting recommendations (continued)
- Complex on courtyard and South sidewalks
 - Contract signed work will begin over winter break
 - Park Ave Parking lot in back of lot
 - OPDD unable to help with lighting.
 - Looking at getting brighter bulbs
 - Hoyt Street
 - Will be replacing pole in Delzell Lot
 - New Lighting Recommendations:
 - Security received a report very dark from PIT parking to library several lights out.
 - A work order has been placed for the four lights out
 - Steps from Hoyt Street to Hoyt Science are out
 - A work order will be submitted
- VIII. Personal Safety Recommendations
- Emergency Panic Buttons
 - Emergency buttons have arrived for test in several offices on campus
 - Finalizing procedures with VPMSA
 - Doors
 - Amy Oestmann recommends that Residence Life offices get solid wood doors instead of the glass doors
 - No action taken will bring to VPMSA

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- Emergency Drills
 - Danny Hayes reports his class has conducted emergency drills in class and he will provide us with the after action reports at the next meeting
 - Security is planning fire drills in all buildings in the Spring
 - Danny Hayes will have his emergency response class assist
 - Safety team will be assisting with the drill
 - More information will be provided at the next meeting in January

IX. Safety Concerns

- Lights out behind library very dark