

Peru State College Safety Committee

Meeting Minutes

June 18, 2020

- I. Call to Order – Tim Robertson, Security Supervisor, called the meeting to order at 10:00 a.m.
- II. Roll Call –

Members present: Tim Robertson, Security Supervisor Rep. Tracy Davis, Disability Services Representative Amy Oestmann, Staff Senate Rep/Recording Sec. Rep. David Dowdy and Amanda Cole, NAPE Reps.	Members Absent: Keith Bailey, Facility Services Danny Hayes, Faculty Rep. Brent Melvin, Athletics Student Senate Rep.
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- III. Security Report – (Tim) There are no accidents to report. Tim and Brent are serving on the Campus Reopening Implementation Team (CRIT). Email updates will be coming out soon from CRIT. Tim is serving on a subcommittee with Darrin Reeves; looking at cleaning protocols, traffic flow thru campus buildings, and plans for different office spaces to create safe distances. Some offices are installing shields. There is a possibility for some buildings to have single direction traffic flow; in these cases signage will be in place. The Emergency Management Team has activated the COVID-19 Emergency Plan and are meeting twice per week.
- IV. Facility Services Update – (David) The campus roofing project is coming along really well. The sidewalk project coming along as well; they poured the ramp at the Campus Services building yesterday. They are currently marking Delzell and are very close to pouring cement there. Make sure you're drinking plenty of water in this heat! Reminder: the city is in a boil order. (Tim) The campus ADA project also put in automatic doors on the Administration building, Campus Services building, and at the new ADA entrance for Delzell.
- V. Student Senate Report – none.
- VI. Improvement Recommendations – none.
- VII. Lighting Recommendations – (Tim) At the end of the spring term, security personnel canvassed all campus parking lots and marked all low-light areas. Tim will create a report outlining his recommendations and distribute copies to Safety Committee members.
- VIII. Personal Safety Recommendations – (Tim) There is a lot of correspondence that will be coming out from CRIT regarding personal safety recommendations related to COVID-19.
- IX. Safety Concerns - none
- X. Safety Activities on Campus – (Tim) On a Monday and Tuesday next week, General Fire will be inspecting all fire extinguishers on campus. They will be back for two days in July (TBD) for their semi-annual inspection of fire alarms (smoke detectors included). An email will come out to notify staff in the relevant buildings.

- XI. Upcoming Meeting Days/Time for Fall Semester – (Tim) The August meeting date (TBD) will happen after classes begin; after a good time can be established for all involved. The next meeting will be **July 15, at 10:00 a.m. via zoom**. Additional note: faculty and staff can order their parking permits after July 1, an email will be coming out. Permits will be put in campus mail for faculty and staff. On-campus residents will find their parking passes in their move-in packets (as long as they have applied for them ahead of move-in). Commuters' will be mailed to them. Security will not be setting up a table at the Student Ctr this year; per COVID-19 precautions.