

# **Safety and Security Committee Minutes: 2016-0104**

## **Safety and Security Committee Meeting**

**Lee College**

**January 4, 2016**

### **INVITEES:**

Steve Evans, John Conner, Bill Smith, Karen Seratt, Harry Pang, John Elliott, Karen Guthmiller, Mike Spletter, Daniel Christie, Mark Jaime, Rosetta Mourer, Delma Garcia, Sam Ortellono, Marti Covington, Tom Sandoval, Scott Bennett, Leslie Gallagher

### **ABSENT:**

### **STEVE EVANS REPORT**

Smoking structures have been completed and the email sent out on December 15, 2015.

AED Update: AED will be installed this coming week in the old gym.

### **COMMITTEE REPORTS/ INPUT**

Karen Guthmiller – discussion over pool, poorly lit parking, fire alarms

### **ITEMS OF ACTION/QUESTIONS**

Need education in PDD agenda about procedures and gun security.

Need process for evacuation for faculty.

Is there a Threat Assessment group in the counseling area?

Execute Fire Drill once a semester; planned then unplanned once dates are suggested

We need to find out who has the best knowledge on chemical storage and spills.- John Elliott

Smoking signs will need to be updated – Mark Jaime

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