

NCC Safety Committee Meeting
January 18, 2016 – 3:00 p.m.

Present: Greta Giese, Stephanie Peterson, Sandy Bruns, Steve Waldstein, Chuck Ball, Scott Abbott, Ruth Hobson, Mark Brown, and Sheila Van Engen

1. Review Rooms not Accounted for during Walk-Throughs

Committee members reviewed the walk-through composite spreadsheet noting the number of areas that had not been inspected. Sandy will update the spreadsheet with additional information submitted regarding Building C. Greta will then forward the respective building information to key individuals responsible for that building walk-through.

2. Update on Internal Signage

Mark Brown reported that internal signage is important during times of emergencies in order to identify where you are in a building. In regard to door signs, there are ADA regulations that need to be followed. In the time being, will post the room number on the whiteboard at the front of the room. As signage is updated, room number will be posted by the door.

3. Emergency Maps

Lori Richards has updated all the emergency maps with the new logo and any other changes that have been identified. She can print maps as needed.

Emergency maps will be posted in “public” areas. Updated maps have been posted in Buildings A and B along with the LLRC. Greta is working with Frank on Building C and Chuck on Building D.

Anyone needing additional emergency guides should contact Sandy.

4. Update on phones in Classrooms

Mike Oldenkamp reported to Greta that all places needing phones have been identified. Phones have been programmed and should be installed within the next week with the exception of Building A where additional wiring was needed.

5. CPR Training for Custodial Staff

Doug Rodger reported to Greta that CPR training has been completed for all custodial staff.

6. Other

- Mark stated that he attended a webinar on a new RAVE ap. Possibly could show a demo at the next meeting.
- Chuck reported that the Sheldon School District only trained new faculty at the fall ALICE session. They did not train staff. Therefore, they are looking at the possibility of scheduling another training session at which time NCC could also send new staff for training. In addition, it was recommended that NCC may want to consider offering ALICE refresher sessions.

Adjourned 3:30 p.m.