



## Environmental Health and Safety Committee

April 6, 2022 – 9:00 a.m.  
Location of the Meeting - zoom

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### MINUTES

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**Present:** Leonard Knight, Gardenia Malone, Chris Shelby, Robert Sewell, Diane Wollan

**Absent:** Cathy Ekpo, Virginia Moran, Amy Azul

**Recorder:** Diane Wollan

Call to Order: (9:05 a.m.)

#### Agenda items

- I. **Review of the Minutes of (March 2, 2022)** – Motion to approve by Robert Sewell and seconded by Chris Shelby - Minutes approved without changes.
- II. **First Item:** Chris commented on the ceramics renovation – no new information on kiln yard – the building should be demolished but college is behind in projects – no new information on grants – Gardenia did find a grant for 2023 – invite Kevin G. to May meeting.
- III. **Second Item:** Gardenia shared chemical purchase process – AP 6331 is for this process –Chief recommended reaching out to Michelle Painter to confirm it – he recommended using bullet points and resubmitting at our next meeting – Gardenia will research the Business Tax Certificate.
- IV. **Third Item:** Reporting student accidents: All should be reported by faculty/staff. Campus police should be contacted since they do the report which is sent to risk management

(John Nahlen) – Are faculty aware of this procedure? Chief offered to bring this up at the Faculty Senate meeting – if the student needs to be transported, the President, Deputy Superintendent and HR need to be notified – Amy Azul had not found a policy regarding student accidents and reporting so she might be putting one in place – will add to community forum agenda on April 14 – after campus police do their report, Nonnie refers to campus nurse.

V.**Fourth Item:** Gardenia updated us on campus signage – campus police have been checking on them and will submit work orders for signage upgrades where needed.

VI.**Fifth Item:** Chief stated that BEC trainings were held last week. He reminded everyone to pay attention to their surroundings on and off campus – keep a survival mind set – more trainings to come.

VII. **Round Table** – None

**Adjourn** – (9:54 a.m.)

**Next regular meeting scheduled May 4 at 9:00 a.m. via zoom**