



## **SAFETY/SECURITY COMMITTEE MEETING MINUTES**

February 7, 2019 10:00AM  
4<sup>th</sup> Floor Quad Conference Room A430

Members Present: *Matt Carver, Millie Mattox, Barbara Sanders, Donette Mizia, Bobbi Morgan, Jandy Hanna, Larry Ware, and Kevin McCraw*

Members Absent: *Melissa Clay-Miller, and Amy Crickenberger*

### **PROCEEDINGS**

Meeting called to order at 10:00am by Matt Carver, Safety Coordinator.  
Last meeting (August 2, 2018) minutes were approved.

### **ITEM 1. NEW BUSINESS-February 7, 2019**

#### *New Committee Member*

The committee welcomed Bobby Morgan's designee Kevin McCraw.

### **ITEM 2. OLD BUSINESS- August 2, 2018**

#### *Safety Committee Charter*

The charter will be revised and sent out to members for voting. The committee recommended listing positions instead of names of employees and taking out term limits. Jandy recommended adding a Faculty Council Chairperson. The committee suggested adding a Student Affairs representative.

#### *AED/CPR*

Amy is working on installing the AED and first aid kit on the 2<sup>nd</sup> Floor in the Student Center.

#### *Fire Extinguisher*

New company is on site testing the fire extinguisher.

#### *Bloodborne Pathogens Manual*

Jandy and Matt discussed the updates to the manual.

The meeting was adjourned.

Respectfully submitted,

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Jill Trent