

## **Montana Tech Safety Committee (SC) Meeting Minutes**

**October 12, 2015 10:00-11:00**

**Present (12):** Tom Basanti, Paul Beatty, Marilyn Cameron, Alan Christensen, Matt Egloff, Bill Gleason, Roger Jensen, Angela Johnston, Jeanne Larson, Rob Smith, Brian Vieke, Karen Wesenberg-Ward

**Absent:** Doug Abbott, Michael Allen, Amanda Badovinac, Sally Bardsley, Jim Girard, Beverly Hartline, Mike Kukay, Todd Myse, Dennis Noel, Dan Owens, Maggie Peterson, Scott Rosenthal, Rich Schrader, Jackie Timmer, Tammy Todd, Staci Werner, ASMT

### **Call to order**

Chair Alan Christensen called meeting to order at 10:00 am in the Kelly/Steward Room

### **Review of accidents since the previous meeting:**

### **Old/Unfinished Business/Updates:**

**Training will be offered for the evacuation chairs.**

**Blinking cross walk signs will be installed later this week.**

**Active shooter table top exercise** was offered to everyone. Some people participated but an actual exercise would also be good.

### **New Business:**

**One-Time Money:** Marilyn called for One-Time money requests and discussion. Contact her with suggestions

**Seat belt use** was discussed. There is a good education opportunity around this.

**Inspections** will be scheduled with Lab Directors.

**Emergency notifications screens, public address, panic buttons, blue lights and occupancy signs:** If panic buttons were installed in offices and blue lights added outside the button should notify the police directly. Notification screens with audio inside and outside would be a good addition to the emergency alert system. Eric Luther had created a spreadsheet with the number of chairs for each room it needs to be updated and occupancy signs should be added because additional seating if being brought in to rooms and creating an unsafe environment. Class should be scheduled in the room of the appropriate size.

**Recent active shooter events** at other campuses were discussed. It was also brought up that having a drill would be a good idea.

**Students have been working in Labs alone:** There was concern for the safety of students who might be injured while working alone in Labs. It was suggested that they check in and out with security and that they bring another person who notify the appropriate people if the student working was involved in an emergency.

**Lab Access:** It was also suggested that the people who are authorized to work in a lab be posted on the door and that names be sent to security so they would know as well. Electronic locks would also be a good idea. During this conversation some mention that they had seen a dog in a lab and the committee agreed that this was not safe.

**Classroom Security:** A survey of locks should be done at Highlands to determine who has access to rooms and if they can be locked from the inside without a key.

**Emergency Stations** are being removed by many campuses but they could be replaced with an application on smart phones Karen and Jeanne will look at apps.