

NCTC Safety Committee Minutes

December 18, 2014

12:00 – 1:00 p.m.

Room's 149/601/AV_AC13

Members Present: Julie Fenning, Bob Gooden, Amanda Johnson, Colleen Kukowski, Jesse Adkins, Michaela Current (Student Senate), Mary Fontes, and Sandy Bratvold.

Members Absent: Becky Lindseth, Clinton Castle, Andrew Dahlen, Brian Huschle, Bryan Berger, Curtis Zoller, Danika Braaten, James Jesme, James Retka, Kari Conner, Kent Wagner, Lynell Wayne, Shannon Boen, Lisa StMichel, and Tyler Beckman.

1. **Injury Report:** There were no recordable or non-recordable injuries to report.
2. **Mandatory Training:** Julie Fenning gave a Safety Training update. All the safety training courses will now be on the CLMI Site. All employees and student workers will still log into D2L and be able to access the CLMI site from there. **Action Item:** Julie Fenning will work on getting all the safety courses in CLMI by January 2015.
3. **Drug Free Colleges:** Mary Fontes gave an update on the Biannual Review for Drug Free Colleges. A discussion was held on what we need to address as a college to do more than meet the minim requirements. **Action Item:** Address at the January meeting one or two things NCTC can focus on.
4. **Clery Act Audit:** A discussion was held on the Clery Act/ Violence against Women and what the system office will look for during the audit. **Action Item:** Julie Fenning will set up a location for all the data to be housed.
 - a. **Campus Security Authority Training:** The Campus Security Authority previously named Mandated Reporter training will be on January 9, 2015 on each campus. **Action Item:** Campus Security Authority will have forms to fill out.
5. **Items from Committee:** There were no items from committee members.
6. **Next Meeting: January 20, 2015 in room 149/601/AC-13**