

NCTC Safety Committee Minutes

Tuesday, January 26, 2016

1:00 – 2:00 p.m.

Room's EGF 290/ TRF 662 /AC13B

Members Present: Julie Fenning, Shannon Jesme, Bob Gooden, Clinton Castle, Amanda Johnson, Brian Huschle, Bryan Berger, Colleen Kukowski, Kari Conner, Michaela Current (Student Senate), Lynell Wayne, Mary Fontes, Mike Curfman, and Sandy Bratvold.

Members Absent: Andrew Dahlen, Curtis Zoller, Danika Braaten, James Jesme, Jesse Adkins, Lisa StMichel, and Shannon Boen.

1. **Injury Report:** No recordable or non-recordable injuries to report.
2. **Safety Inspections:** A discussion was held on the safety inspection areas. **Action Item:** Colleen Kukowski will resend the Safety Inspection Map out to the committee. **Action Item:** Each committee team will complete his/her assigned area by February 23, 2016.
3. **Written Program Review:** A discussion was held about the written program review that needs to be completed in March. **Action Item:** Julie Fenning will schedule a meeting with the parties involved and make packets explaining what needs to be completed.
4. **Security Task Force:** Shannon Jesme gave an update on the Security Task Force that was presented at the Faculty In-service. This task force is working on a process that will unify the campuses. Members on the Security Task Force are Shannon Jesme, Bob Gooden, Clinton Castle, Jodi Stassen, Jim Jesme, Mary Fontes, and Julie Fenning. Please send all security related items to this task force.
5. **TRF Faculty: Emergency boxes:** This item was sent to the Security Task Force.
6. **Healthy Campus:** An update was given on the activities that Healthy Campus is working on along with student clubs. The NCTC walking challenge for students and employees will run until May 2, 2016.
7. **Items from Committee**
 - a. **Drug Free College Report:** Mary Fontes gave an update on the drug free college report that is due every December.
8. **Next Meeting: Tuesday, February 23, 2015 Rooms TRF 662/ EGF 290 / AC 13B**