

NCTC Safety Committee Minutes

Tuesday, April 26, 2016

1:00 – 2:00 p.m.

Room's EGF 290/ TRF 662 /AC13B

Members Present: Brian Huschle, Curtis Zoller, Michaela Current (Student Senate), Mary Fontes, Mike Curfman, Sandy Bratvold, and Julie Fenning (recorder).

Members Absent: Bob Gooden, Clinton Castle, Amanda Johnson, Shannon Jesme, Lynell Wayne, Andrew Dahlen, Bryan Berger, Danika Braaten, James Jesme, Kari Conner, Colleen Kukowski, Jesse Adkins, Lisa StMichel, and Shannon Boen.

1. **Injury Report:** NCTC had one recordable injury to report. A discussion was held on how to ensure work-study students complete the required safety training. **ACTION ITEM:** Colleen Kukowski will schedule a meeting with a team to work through the process. Team members include Cory Feller, Amanda Johnson, Tiffany McMillian, Mya Zutz, Bob Gooden, Mary Fontes, Mike Curfman, Stacey Hron and Colleen Kukowski. Colleen schedule the meeting and send out calendar appointments.
2. **Safety Inspections:** Cory shared that there are still inspections that haven't been completed by committee members. **ACTION ITEM:** Cory will communicate with the individuals.
3. **Tornado Drill Follow:** The committee provided feedback on the recent tornado drill. Concerns were made regarding locked shelter areas. **ACTION ITEM:** Bob and Clinton will look into connecting the public address announcement to the locks and have them automatically open during a weather emergency.
4. **Annual Storm Water Meeting** – Cory reminded everyone to attend the annual storm water meeting on the EGF campus. It is scheduled for Wednesday, May 11, at 12:00 p.m. on the EGF campus. This meeting satisfies an MPCA regulation for entities with MS4 requirements.
5. **Items from Committee:** None
6. **Next Meeting:** Tuesday, May 24, 2016, Rooms TRF 662/ EGF 290 / AC 13B