

# NCTC Safety Committee Agenda

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Tuesday, August 23, 2022 – Via Zoom  
1:00 – 2:00 p.m.

**Members present:** Clinton Castle, Michelle Benitt, Cory Feller (Chair), Bob Gooden, Amanda Johnson, Danika Johnson, Brian Larson, Melissa Marcott, Stephen Nelson, Jodi Stauss, Jodi Stauss and Curtis Zoller.

**Members absent:** Abdul Chamma, Andrew Dahlen, Kristel Kizer, DeLoris Larson, Stephen Nelson, Shamani Shikwambi, Colleen Kukowski (recorder)

**1. Injury Report: Benitt**

- a. Non-recordable / recordable 1 non recordable
- b. Recommendations

**2. ELM Training: Feller**

- a. **FY22 completions** – NCTC 82% of all HR/safety curriculums assigned. Systemwide completion of the Minn State courses was 52.3% - FERPA, Ergonomics, general safety courses. FY23 calendar not set when system is ready to begin an email will be sent out by HR

**3. Minnesota State Public Safety and Compliance campus visit – Safety and Health**

- a. **On campus July 28/29** - Walkthrough and document review of all 3 sites. **Action:** Report will be sent out when received

**4. Public Address System: Update:** Looking into new vendor – Alertus.as the one we have to send alerts needs to reset message before all clear is sent. App for informacast not navigation friendly. **Action:** Looking to set up monthly test of system.

**5. Fire Drill:** An update was given on the next Tornado Drill. **ACTION:** Thursday, April 7, 1:45 pm on all location Thursday, Sept 1, 1:50 pm

**6. Items from Committee:**

**7. Next Meeting:** Tuesday, September 27, 2022 - via Zoom