



Environmental Health and Safety Committee

May 4, 2022 – 9:00 a.m.

Location of the Meeting - Zoom

MINUTES

Present: Leonard Knight, Gardenia Malone, Chris Shelby, Virginia Moran, Cathy Ekpo, Amy Azul, Diane Wollan

Absent: Robert Sewell

Recorder: Diane Wollan

Call to Order: (9:08 a.m.)

Agenda items

- I. **Review of the Minutes of (April 6, 2022)** – Motion to approve by Virginia Moran and seconded by Chief Knight - Minutes approved without changes.
- II. **First Item:** Gardenia presented the updated AP policy for the purchasing of regulated chemicals with added titles in bold and bullet pointed items– Chief Knight stated that it should specify Deputy Superintendent of Administrative Services or designee approves – Virginia recommended to add check with Fiscal Services and refer to the current VVC purchasing process. Chief also stressed that prior to purchase an approved designated storage area be identified. Instead of naming a specific company, state that it is a State approved vendor. Amy offered to edit and format the document as needed and bring to

the next meeting for review. It will then be ready go to College Council.

III. **Second Item** – Chief mentioned recent BEC training via Zoom and some successful active shooter drills. More drills planned building by building. Will also be having some drills with local agencies. Safety discussion forums have been well received. Crime statistics have decreased. The most common crime on campus has been theft but that has also gone down. Chief stressed survival mind-set wherever you happen to be. A recommendation was made to present at All College Day.

IV. **Round Table** –

Amy Azul – Faculty are still not clear on what to do when a student is injured. Chief emphasized that if someone is transported, the Deputy Superintendent must be notified. Chief also offered to go to a Deans' meeting and inform them so that they can inform faculty. Cathy recommended sharing this information at a President's meeting. Gardenia offered to have a meeting with faculty and staff about the chemical plan.

Adjourn – (10:01 a.m.)

Next regular meeting scheduled June 1 at 9:00 a.m.
