

Community College of Philadelphia

MEETING MINUTES

Safety Committee

12/19/12

12:00pm Rm L1-09

Community College of Philadelphia

1700 Spring Garden St

Philadelphia, PA 19130

Committee Members Present:

Charles Schaffner, Susan Hauck, Agnes Trummer, Jim Spiewak, Ron Jackson, Jennifer Ford, Joan Monroe, Mary Ann Wagner-Graham, Cyndy Walls, Al Kristoff.

Guest Present:

Julian Fields Hilaire (AlliedBarton)

I. Call to Order

-The meeting was called to order at 12:00pm.

II. Attendance/Introductions

III. Minutes Approval

-Minutes approved (Charlie)

IV. Discussion of monthly incidents

V. Old Business

A. Air Quality

- Downstairs, in the lobby and library. No report this month. Item Tabled

B. Medical Emergencies

- The Business Affairs Committee wants to do a communication plan to make sure that all students and staff are aware to call 5555 for medical or other emergencies

- Committee is open to suggestions for the best areas to place signage at the college i.e. (restrooms, plasma screens, incorporated into our literature).

VI. New Business

- Concern after the Sandy Hook incident regarding how we communicate emergency situations throughout the college. Alertus boxes in each building, E2campus via text to cell phones and the Lynx system will put the message out through a PC declaring what emergency is occurring, messages are also put out through the phones in the classrooms.

- Suggestions presented that we consider performing situational drills within the college along with 3-4 table top exercises.

- Possibility of performing a drill in the NERC around February or March.

Suggestion: that we have some type of situational drills on main campus.

Problem: we do not want to disrupt the classroom instructional time frame. Situational drills would normally be scheduled during a period of time like intersession.

Suggestion: during Professional Development week we have a more customized flyer for emergency instruction.

VII. Adjournment at 12:28pm