



## **SAFETY/SECURITY COMMITTEE MEETING MINUTES**

September 10, 2019 10:00AM  
2<sup>nd</sup> Floor Quad Conference Room A231

Members Present: *Matt Carver, Millie Mattox, Barbara Sanders, Larry Ware, Steve Obermeyer, Brittany Ratliff, Belinda Evans, Donette Mizia and Bobbi Morgan*

Members Absent: *Jandy Hanna*

### **PROCEEDINGS**

Meeting called to order at 10:00am by Matt Carver, Safety Coordinator.  
Last meeting (June 12, 2019) minutes were approved.

### **ITEM 1. NEW BUSINESS-September 10, 2019**

#### *New Committee Member*

The committee welcomed Bobby Morgan's designee Kevin McCraw.

#### *First Aid Kit*

Millie asked if the first aid kit on the 2<sup>nd</sup> floor of the Science Building can be replenished.

#### *Injuries*

The Committee discussed injury increases at the Science Building.

#### *Respiratory Guidelines*

Matt notified the committee that the respiratory guidelines are up for review. The committee discussed guidelines and waivers.

### **ITEM 2. OLD BUSINESS- June 12, 2019**

#### *Science Building Manuals*

Matt notified the committee that all manuals were current and up to date.

#### *BRIM inspection*

Matt received the report back from BRIM regarding their recommendations.

#### *Active Shooter Training*

Matt discussed with the committee about training schedules. Larry suggested the school participate in an active shooter simulation.

#### *Fire Drill*

Matt will begin his annual fire drills. There are new vests and radios to distribute to all assembly point personnel. Matt and Millie discussed setting up a chemical spill drill.

#### *Fire Extinguishers*

Matt discussed with the committee who will be checking fire extinguishers at RCBC.

The meeting was adjourned.  
Respectfully submitted,

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Jill Trent