

CCRI Governance Appendix II



Governance Council Committee Meetings Agenda / Minutes

EREHSC – Emergency Response/Environmental Health & Safety Committee	
Date of Agenda Posting:	October 7, 2016
Meeting Date:	October 14, 2016
Meeting Start Time:	11:00 am
Meeting Actual Start Time:	11:06 am
Meeting Location:	President’s Conference Room, Knight Campus
Meeting Secretary:	Annmarie McMahon

Member Attendance

Emergency Response/Environmental Health & Safety Committee

Committee Member Name	Title	Present	Notes
Joseph Arsenaault	Assistant Professor, Emergency Management	Y	Threat Assessment Committee Representative
Michael Chapasko	Student	N	Student Government Representative
Kevin Crawford	Technical Professor I	Y	Faculty - Warwick
Michael Cunningham	Dean of Students, Student Success	Y	Student Services Representative
Helen Ducharme	Coordinator, Disability Services for Students	N	Threat Assessment Committee Representative
Leslie Florio	Technical Staff Assistant, Art Dept.	N	Classified Union Representative
Deviet Gaul	Student	N	Student Government Representative
Hilary Jansson	Interim Asst. Dean for Nursing Education	N	Academic Affairs Representative
Marisa Laurent	Assistant Professor, Fire Science	Y	Faculty – Newport

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Norman Mageau	College Police Lieutenant	Y	College Police Representative
Angela Marshall	Registered Nurse	Y	School Nurse
Ken McCabe	Director of Physical Plant	N	Facilities Representative
Annmarie McMahon	Assistant Business Manager	Y	Business Office Representative
Michael McNally	Technology Support Specialist II	Y	IT Representative
Laura Ryan	Associate Professor, Library	N	Faculty - Providence
James Salisbury	Associate Professor, Library	N	Faculty Union Representative
Vacant	Director, Marketing, Communications & Publications		Director of Communications
Vacant	Faculty – Lincoln		
Other Attendees	Title		Notes

Agenda

Agenda Item 1	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion – Standing Items <ul style="list-style-type: none"> ▪ Threat Assessment ▪ Public Safety/Security ▪ Facilities ▪ Health 	<p>Threat Assessment – The Threat Assessment committee has added a Risk Management representative to its membership. The committee has been meeting regularly. One student is currently being monitored.</p> <p>Safety – There was discussion of the Rave alert that was sent on Thursday, 10/13/16 regarding a reported assault on the Liston campus. The incident is still under investigation. Timely warning was issued within a few hours of the report being made. This response was in line with revised protocol for such warnings. It was noted that the Rave alert itself was much improved from prior instances. This alerts included protective actions that can be taken by students, faculty or staff.</p> <p>The committee members were given a listing of statistics regarding reportable occurrences</p>

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	<p>on all campuses. This information was provided for review. Copies were not made available for outside the meeting. Campus Police are currently preparing the annual Clery Act report. There was discussion regarding the lack of civility that has become increasingly a problem – in and out of the classroom. It was suggested that an awareness event might be helpful in promoting discussion in this area.</p> <p>Facilities – There was no report at this meeting.</p> <p>Health – Flu clinics have concluded for this year. Turnout was good in Warwick and Lincoln, but was relatively low for Providence and Newport. It was suggested that the time of day might be altered to allow for evening students to take part.</p>
Agenda Item 2	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion – Transgender Bathrooms 	<p>The College’s policies on inclusion of transgender individuals and bathroom/locker room use became effective on 9/1/16. In subsequent weeks, signage on all single stall bathrooms was changed to reflect the new policy. Concerns were raised regarding the lack of communication of the new policies and their implementation. The college implemented the policies to be in compliance with federal Department of Education guidance. There continues to be considerable concern among faculty, staff and students regarding the implications of the policy rollout.</p>
Agenda Item 3	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion – Narcan Update 	<p>The State had named a new medical director. The School Nurse has been able to get standing orders signed for prescription medications. This includes Narcan. With the purchase of the medication, the Narcan policy can be fully implemented. Half of the campus police force has been trained. The remaining officers will be trained the week of 10/17/16.</p>

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Agenda Item 4	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion – Governance Update 	<p>The Governance Steering committee meeting was cancelled. No update is available.</p>
Agenda Item 5	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion - National Preparedness Month Update 	<p>The Red Cross has committed to one day per campus for National Preparedness awareness. RIEMA has committed to 2 days.</p>
Agenda Item 6	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion – Emergency Plan Update 	<p>Bill Ferland has been delegated responsibility for continued development of the College’s Emergency Plan update.</p>
Agenda Item 7	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion – AED Awareness Update 	<p>The Student Nurses Organization will be doing CPR and AED awareness on three campuses during the month of October. See attached flyers.</p> <p>Campus maps will need to be updated to reflect the locations of AEDs across the four campuses. A Nursing student is working on this as part of an honors project.</p>
Agenda Item 8	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion –Run Hide Fight Campaign 	<p>Capt. Poulin has requested a trial run for promoting “Run Hide Fight” on the Lincoln campus using the PA system. There needs to be a marketing campaign around this request. This will be brought to the new Marketing Director on his start of employment.</p>
Agenda Item 9	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion –Mold in Nursing lab storage area 	<p>As a result of continued water leaks in the storage area in the Knight Nursing lab, faculty members are concerned about potential mold issues. This has been ongoing for at least 18 months. It was suggested that the issues be re-addressed with Physical Plant to find out the status of any potential remedies.</p>
Agenda Item 10	Notes on Discussion

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▪ Discussion – For the Good of the College	N/A

Meeting Action Items

Action	Assigned To	Deadline
Prepare meeting minutes for 9/9/16 meeting	<i>Secretary</i>	7 business days after conclusion of meeting
Prepare agenda for Next scheduled meeting	<i>Secretary</i>	7 days prior to scheduled meeting

Decisions Made

Decision 1	
<ul style="list-style-type: none"> ▪ Action – Standing Items <ul style="list-style-type: none"> ▪ Threat Assessment ▪ Public Safety/Security ▪ Facilities ▪ Health 	No actions were taken due to lack of a quorum.
Decision 2	
<ul style="list-style-type: none"> ▪ Action – Transgender Bathrooms 	No actions were taken due to lack of a quorum.
Decision 3	
<ul style="list-style-type: none"> ▪ Action – Narcan Update 	No actions were taken due to lack of a quorum.
Decision 4	
<ul style="list-style-type: none"> ▪ Action – Governance Update 	No actions were taken due to lack of a quorum.
Decision 5	
<ul style="list-style-type: none"> ▪ Action – National Preparedness Month Update 	No actions were taken due to lack of a quorum.
Decision 6	
<ul style="list-style-type: none"> ▪ Action – Emergency Plan Update 	No actions were taken due to lack of a quorum.
Decision 7	

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<ul style="list-style-type: none"> ▪ Action – AED Awareness Update 	No actions were taken due to lack of a quorum.
Decision 8	
<ul style="list-style-type: none"> ▪ Action – Run Hide Fight Campaign 	No actions were taken due to lack of a quorum.
Decision 9	
<ul style="list-style-type: none"> ▪ Action – Mold in the Nursing Lab 	No actions were taken due to lack of a quorum.
Decision 10	
<ul style="list-style-type: none"> ▪ Action – For the Good of the College 	No actions were taken due to lack of a quorum.

Meeting End

Meeting Schedule End:	12:30 pm
Meeting Actual End:	11:50 am
Next Meeting Date:	November 18, 2016
Next Meeting Time:	11:00 am
Next Meeting Location:	President’s Conference Room, Knight Campus