

## CCRI Governance Appendix II



### Governance Council Committee Meetings Agenda / Minutes

<b>EREHSC – Emergency Response/Environmental Health &amp; Safety Committee</b>	
<b>Date of Agenda Posting:</b>	September 1, 2016
<b>Meeting Date:</b>	September 9, 2016
<b>Meeting Start Time:</b>	11:00 am
<b>Meeting Actual Start Time:</b>	11:06
<b>Meeting Location:</b>	President’s Conference Room, Knight Campus
<b>Meeting Secretary:</b>	Joe Arsenault

### Member Attendance

#### Emergency Response/Environmental Health & Safety Committee

Committee Member Name	Title	Present	Notes
Joseph Arsenault	Assistant Professor, Emergency Management	Y	Threat Assessment Committee Representative
Michael Chapasko	Student	Y	Student Government Representative
Kevin Crawford	Technical Professor I	Y	Faculty - Warwick
Michael Cunningham	Dean of Students, Student Success	N	Student Services Representative
Helen Ducharme	Coordinator, Disability Services for Students	Y	Threat Assessment Committee Representative
Leslie Florio	Technical Staff Assistant, Art Dept.	N	Classified Union Representative
Pending Student Government Assignment	Student		Student Government Representative
Hilary Jansson	Interim Asst. Dean for Nursing Education	N	Academic Affairs Representative
Marisa Laurent	Assistant Professor, Fire Science	N	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	Y	Facilities Representative
Annmarie McMahon	Assistant Business Manager	N	Business Office Representative
Michael McNally	Technology Support Specialist II	N	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		
<b>Other Attendees</b>	<b>Title</b>		<b>Notes</b>

### Agenda

Agenda Item 1	Notes on Discussion
<ul style="list-style-type: none"> <li>▪ <b>Discussion – Standing Items</b> <ul style="list-style-type: none"> <li>▪ <b>Threat Assessment</b></li> <li>▪ <b>Public Safety/Security</b></li> <li>▪ <b>Facilities</b></li> <li>▪ <b>Health</b></li> </ul> </li> </ul>	<p><b>Threat Assessment</b> – The Threat Assessment committee will be taking a vote on which members will be part of the Emergency Response Committee. Three people have put forward their names for the two seats on the committee.</p> <p><b>Public Safety</b> – Nothing to report at this time.</p> <p><b>Facilities</b> – The Knight campus door lock replacement project is going out to bid. The security camera project is also going out to bid. The Blue light installation in the parking lot is on hold until next year.</p> <p><b>Health</b> – Flu clinics are scheduled on each campus as follows:</p> <ul style="list-style-type: none"> <li>▪ Knight – 9/28 from 10am – 2pm</li> <li>▪ Liston - 9/28 from 10am – 12pm</li> <li>▪ Lincoln – 9/29 from 10am – 2pm</li> <li>▪ Newport – 10/11 from 10am – 12pm</li> </ul>

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	<b>Notes on Discussion</b>
<ul style="list-style-type: none"> <li>▪ <b>Discussion – FY 17 Meeting Schedule</b></li> </ul>	<p>Meetings for the fall semester will be at 11am on the following dates: October 14<sup>th</sup>, November 18<sup>th</sup>, and December 9<sup>th</sup>. The meetings will be held in the President’s Conference Room in Warwick.</p>
<b>Agenda Item 3</b>	<b>Notes on Discussion</b>
<ul style="list-style-type: none"> <li>▪ <b>Discussion – Naxolone Update</b></li> </ul>	<p>The Naxolone policy has not yet been implemented. Security will be going through training in the next few weeks with their CPR training. The school nurse is waiting for appointment of a new medical director so she can process standing orders. VP Patten has been made aware of the situation and is working on speeding up the process.</p>
<b>Agenda Item 4</b>	<b>Notes on Discussion</b>
<ul style="list-style-type: none"> <li>▪ <b>Discussion – Governance Update</b></li> </ul>	<p>The Committee Chair requested discussion on requests for the next Governance Committee update. There was a recommendation from the Chair on having a member of the new adjunct faculty union being a representative on the Committee. Members present were in support of this idea.</p> <p>There was also a discussion on having the campus coordinators to the committee. Members felt it would add three more members and make the committee too large. A recommendation would be to invite them to the committee meetings at different times to discuss safety issues on the respective campuses.</p>
<b>Agenda Item 5</b>	<b>Notes on Discussion</b>
<ul style="list-style-type: none"> <li>▪ <b>Discussion - National Preparedness Month Activities</b></li> </ul>	<p>RIEMA is the only organization that has officially committed to coming to each campus. The RI Red Cross has not responded. The Student Nurses Association is interested in taking part. The Nursing students would talk about AEDs and CPR. The committee would like to schedule four days in a row – 1 day each campus and host tables for 2 hours (11am – 1pm).</p>
<b>Agenda Item 6</b>	<b>Notes on Discussion</b>

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<ul style="list-style-type: none"> <li>▪ <b>Discussion - For the Good of the College</b></li> </ul>	<p>Michael Chapasko asked about the refilling of the condom vending machines on campus. Angela Marshall stated that this will be taken care of by herself and/or Michael Cunningham.</p>
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### 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

<b>Decision 1</b>	
<ul style="list-style-type: none"> <li>▪ <b>Action – Standing Items</b> <ul style="list-style-type: none"> <li>▪ Threat Assessment</li> <li>▪ Public Safety/Security</li> <li>▪ Facilities</li> <li>▪ Health</li> </ul> </li> </ul>	No actions were taken for lack of a quorum.
<b>Decision 2</b>	
<b>Agenda Item 2</b>	
<ul style="list-style-type: none"> <li>▪ <b>Action – FY 17 Meeting Schedule</b></li> </ul>	No actions were taken for lack of a quorum.
<b>Agenda Item 3</b>	
<ul style="list-style-type: none"> <li>▪ <b>Action – Narcan Update</b></li> </ul>	No actions were taken for lack of a quorum.
<b>Agenda Item 4</b>	
<ul style="list-style-type: none"> <li>▪ <b>Action – Governance Update</b></li> </ul>	No actions were taken for lack of a quorum.
<b>Agenda Item 5</b>	
<ul style="list-style-type: none"> <li>▪ <b>Action – National Preparedness Month Activities</b></li> </ul>	No actions were taken for lack of a quorum.
<b>Agenda Item 6</b>	
<ul style="list-style-type: none"> <li>▪ <b>Action – For the Good of the College</b></li> </ul>	No actions were taken for lack of a quorum.

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**Meeting End**

<b>Meeting Schedule End:</b>	<b>12:30 pm</b>
<b>Meeting Actual End:</b>	<b>11:56</b>
<b>Next Meeting Date:</b>	<b>October 14, 2016</b>
<b>Next Meeting Time:</b>	<b>11:00 am</b>
<b>Next Meeting Location:</b>	<b>President’s Conference Room, Knight Campus</b>