

Campus Environments/Safety Committee

Wednesday, April 16, 2025, 2:00pm – 3:00pm

Building 2, Library Conference Room

Meeting Minutes

Members Present: Billy Barber, Vice President, Operations & Business/Community Engagement; Larry Johnson, Director, Fire Training; Alice Cotton, Customer Service/Financial Aid Technician; Jason Godwin, MCC Security Resources Officer; Ryal Watkins, Division Chair, Advanced Manufacturing/Automotive; Milton Davis, Jr., Director, BLET; Walter Wheeler, Director, Facilities & Grounds

Members Absent: Tammie Thurston, Director, Equine Training & Equine Business Technology; Morgan Price, Executive Director, Human Resources, Robert Whistler, Former EMS Director

Quorum Present: Yes

Billy Barber called the meeting to order at 2:05pm

Approval of previous meeting minutes (September 6, 2018)

Motion to approve: Ryal Watkins

Second the motion: Larry Johnson

All in favor: Agreed

Purpose

Billy Barber shared the purpose and duties of the Campus Environments/Safety Committee. References were made to the Business Continuity Plan, Health and Safety Plan, Maintenance Plan, and Facilities Master Plan. These documents were shared via the room pc display and briefly discussed as to their existence and purpose and the responsibility to review and update by this committee.

Other

Billy Barber referenced other documents including the Emergency Response Guide, Clary Act Campus Crime Report, and SDS Sheets as other documents the committee will be responsible for reviewing and updating.

Safety Inspections, drills, and training

Billy Barber referenced inspections, drills, and training currently taking place annually. These included: Emergency Lights, Fire Extinguishers, Eye Wash Stations Fire Drills, Lockdown Drill, Annual inspection from Environmental Health & Safety Institute (EHSI), and Annual Employee Training requirements.

Update on Public Law No: 118-173 (12/23/2024) - Stop Campus Hazing Act

Billy Barber briefly shared with the committee the new Public Law No: 118-173 (12/23/2024) - Stop Campus Hazing Act. A Campus Hazing policy specific to MCC will need to be drafted and added to the Clary Act Campus Crime Report due October 18th, 2025.

Lock Down Buttons

Billy Barber discussed the recent accidental activation of the lock down button in building 1. Billy explained the location of the buttons across campus, the process that takes place when buttons are activated, the process to deactivate the buttons, and the first responder designation on the access/fob cards.

New Business

The committee agreed to replace Robert Wheeler, Former EMS Director who no longer works at the college with Mr. Dustin Peaden, Clinical Coordinator, EMS. The T parking lots at building 2 were mentioned as to how to make the exits safer and Golf Carts on sidewalks was mentioned as a possible safety hazard. The committee agreed to discuss this at the next meeting.

Old Business

None

Next Meeting

The committee agreed to meet quarterly at 10:00am on a Wednesday or Thursday or as needed to review policy and accidents.

The meeting adjourned at 2:57pm.

Respectfully submitted by: Billy Barber