Rainy River College
Safety Committee Meeting

October, 3rd 2019

Present: Bob Manka, Deseree Goulet, Donita Ettestad, Tammy Riley, Kendra Puig, Stephanie Turban, Gina Godeen

Handouts:
1. Meeting Agenda
2. RRCC 2019 Safety Perception Survey Results

Old Business:

1) Accident/Incident Review:
   No known-reported accidents or incidents

2) Drills:
   We need to be more consistent about fire drills on campus. A fire drill will be scheduled for (tentatively) sometime the week of October 21st.

New Business:

1) Safety Concerns:
   The central courtyard area was discussed. When students, employees, visitors, etc. enter the courtyard, all but ONE door is locked from the outside. Currently, that unlocked door is not clearly marked. If someone exits into the courtyard during an emergency (fire or active shooter), they will not necessarily know how or where to go in order to get back inside the building and proceed to exit somewhere else. Facilities team is going to place stickers on interior of doors that indicate “DOOR LOCKED FROM OUTSIDE” so they know they cannot re-enter through that same door. Stickers will also be placed on the exterior side of door, stating which door number is unlocked from the outside. Currently we do not have door numbers posted above these courtyard doors – facilities will also make sure this gets done.

2) Perception Survey:
   -Reviewed survey results. For next meeting, pick three items on perception survey to discuss

3) Next Meeting:
   Tentatively scheduled for December 5th 2019.