SAFETY/SECURITY/FACILITIES COMMITTEE MINUTES

MAY 24, 2005

Representatives of the Safety/Security/Facilities Committee met on the Atmore Campus at 10:30 a.m. on Tuesday, May 24, 2005, and on the Brewton Campus at 2:00 p.m. on the same date. The meetings were called by the chairman of the committee, Bernie Wall. The purpose of the meetings was to review all issues previously identified by the committee as concerns and determine which of these had been adequately addressed. The committee was to also determine which issues remained open and identify any new safety or security concerns.

The following individuals were present at the meeting held on the Atmore Campus: Bernie Wall, Chairman; committee members Lavon Smith and Fritz Currie; and night administrator for the Atmore Campus, Ernest Marvin. The following individuals were present at the meeting held on the Brewton Campus: Bernie Wall, Chairman; committee members Terry Strength and Beulah Patton; and night administrator for the Brewton Campus, Maurice Moore.

The reason for having two separate meetings was to have each group focus on those issues that may be unique to a specific campus and then identify issues common to all campus locations. The night administrators were invited to participate in the meetings to share any concerns they might have in regards to night duty on the Atmore and Brewton Campuses.

The following list of previously identified issues was determined to have been completed, satisfactorily resolved, or no longer considered to be a problem of concern:

- Review and update emergency directories annually or as often as required to keep the directories current (Atmore & Brewton).
- Eliminate standing water on sidewalks by improving drainage (Atmore & Brewton).
- Potholes in parking lots and driveways (Atmore & Brewton).
- Loitering – Non-students with no official business on campus need to be reported and removed from premises (Atmore & Brewton).
- Need operable emergency telephone in the elevator in Neal Colonial Center (Brewton).
- Placement of stop signs at the intersection of Highway 21 when leaving the Atmore Campus.
- Review the Patterson Auditorium usage policy concerning the use of pyrotechnics and open flames.
- Check for serviceable fire alarms in all buildings (Atmore & Brewton).

The following list of issues has not been completely satisfied, rewritten to better identify the problem issue, or identified as new issues to be added to the committee’s list of concerns:

- Night adjunct instructors should have access to an available telephone in each building in case of an emergency (Atmore & Brewton).
- Sidewalks, parking lots, and outside building lighting needs improvement (Atmore & Brewton).
• Repair broken and cracked sidewalks, walking paths, curbs, and low existing walls (Brewton).

• Buildings identification and signage needed (Atmore).

• Develop safety inspection sheets and conduct annual building and classroom safety inspections (Atmore & Brewton).

• Develop a link on JDCC Web page for staff, faculty, and students to report identified safety issues (Atmore & Brewton).

• Patterson Auditorium stage door and loading dock need repairs (Brewton).

• Restrooms need exhaust fans installed (Atmore & Brewton).

• Enforce the school policy to eliminate the posting of announcements on entrance/exit doors of buildings (Atmore & Brewton).

• Install a locking device to secure the end doors of the administration building on the Atmore Campus.

• Review security measures for student housing and take appropriate action to eliminate identified security problems.

• Require maintenance personnel to prune and cut back shrubbery next to buildings (Atmore & Brewton).

• Investigate the possibility of posting “Pedestrian” signs in the park area to alert motorists.

• Develop a safety inspection checklist and inspect fire extinguishers and building fire alarms quarterly (Atmore & Brewton).

• Take appropriate measures to demolish the college swimming pool (Brewton).

Mr. Wall informed those present at both meetings on the progress that had been made to repair the damage to buildings and grounds as a result of Hurricane Ivan. These repairs have diverted resources that would have been available to address existing safety concerns.

The committee will continue to monitor the progress of resolving the identified safety issues and will review the status of each at least annually.

Prepared by:

Bernie Wall, Chairman