SAFETY/SECURITY/FACILITIES COMMITTEE MINUTES

APRIL 25, 2006

Representatives of the Safety/Security/Facilities Committee met on the Atmore Campus at 11:00 a.m. on Tuesday, April 25, 2006, 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, security, or facility concerns.

The following individuals were present at the meeting held on the Atmore Campus: Bernie Wall, Chairman; committee members, Lavon Smith and Fritz Currie; Richard Lynn, Director of Facilities; and Night Administrator for the Atmore Campus, Marci Beckham. The following individuals were present at the meeting held on the Brewton Campus: Bernie Wall, Chairman; committee members, Randy Clark, Don Odom and Lyndon Butler, Student Representative; Richard Lynn, Director of Facilities; and Maurice Moore, Director of Student Life and Night Administrator, Brewton Campus. Absent was committee member, Beulah Patton.

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 Director of Facilities was invited to participate in the meetings since this is a new position.

The following list identifies accomplishments during the past year to eliminate identified hazards, the potential for future problems, or to enhance the safety, security and conditions of property and facilities:

- Installed security cameras on the Atmore Campus at three (3) strategic locations (Atmore).
- Eliminated standing water by improving drainage behind Administration Building (Atmore).
- Re-roofed Student Center to eliminate roof leaks (Atmore).
- Re-roofed Pate Building and Student Center – not completed (Brewton).
- Re-roofed Workforce Welding Building at the Fountain Correctional Facility (Atmore).
- Repaired storm damaged and inoperable parking lot lights (Atmore & Brewton).
- Repaired Administration Building end doors to lock security (Atmore).
- Trimmed/pruned or removed shrubbery/trees next to buildings and in locations that obstructed driver’s views of traffic (Atmore & Brewton).
- Implemented electronic work orders capability via JDCC Web Page (Atmore & Brewton).
• Repaired cracked sidewalks – not completed to date (Brewton).

• Constructed privacy fence and electronic controlled gate entry at Student Housing (Brewton).

The following list consists of issues and conditions identified by the committee to be addressed or on-going projects to be completed:

• Night adjunct instructors should have access to available telephones in each building in case of an emergency (Brewton).

• Repair broken and cracked sidewalks, walking paths, curbs, and low existing walls (Brewton).

• Drainage culvert needs replacement at entry to Park (Brewton).

• Building identification signs (Atmore).

• Update maintenance policy and procedures manual to include safety check lists (Atmore & Brewton).

• Identify a safety link on JDCC Web Page for staff, faculty and students to report unsafe conditions (Atmore & Brewton).

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

• Restrooms need exhaust fans installed (Brewton).

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

• Review security measures for Student Housing and install security cameras (Brewton).

• Parking lots are in need of surface repairs (Atmore & Brewton).

• Investigate the possibility of installing common keyed locks on exterior and interior doors (Atmore).

• Building exterior handicap door bells need to be repaired and inspected regularly to insure proper operation (Atmore & Brewton).

• Continue to monitor and improve night lighting conditions (Atmore & Brewton).

• Speeding continues to be a problem in parking lots and entrances to college campuses. Investigate and implement possible solutions (Atmore & Brewton).
• Investigate the possibility of posting pedestrian signs at entrance to Park and parking lots (Atmore & Brewton).

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

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

Prepared by:

Bernie Wall, Chairman