MINUTES
SAFETY/SECURITY/FACILITIES COMMITTEE
MAY 13, 2010

Representatives of the Safety/Security/Facilities Committee met on the Atmore Campus at 9:00 a.m. on Wednesday, May 13, 2010, and on the Brewton Campus at 2:00 p.m. on the same date. The meetings were called by the chairman of the committee, Richard Lynn. 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: Richard Lynn, Chairman; committee members, Arbo Bradley and Fritz Currie. The following individuals were present at the meeting held on the Brewton Campus: Richard Lynn, Chairman; committee members, Randy Clark, Don Odom, Robin Royce, Allen Gainer, and Maurice Moore. Absent from the meeting was Casey Perkins, Student Representative and Shirley Williams.

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.

Attached to the Safety/Security/Facilities Committee minutes will be the JDCC Facilities Annual Report. The report will allow faculty and staff to see the facility repairs and improvements made the past year to each campus.

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:

- Night adjunct instructors should have access to available telephones in each building in case of an emergency (Brewton).
- Library Renovation – to completed in the of Spring 2010.
- Atmore Auto Mechanics Building renovation to Nursing/Biology Building – to be completed the beginning of Fall 2009.
- Investigate the possibility of installing common keyed locks on exterior and interior doors (Atmore). – Buildings A, B & C have been rekeyed. Will continue to rekey the rest of the campus when funds are available.
- Take appropriate measures to demolish the college outdoor swimming pool (Brewton). – completed at the beginning of Fall 2009.
• Condition of Fire Alarm System (Atmore & Brewton) – *Atmore – Panels replaced in buildings A & B Fall 2009.*

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

• Repair broken and cracked sidewalks, walking paths and curbs (Brewton & Park).
• Make parking on College Drive parallel parking only. (Brewton).
• Restrooms need exhaust fans installed (Brewton).
• Continue implementation of rekeying buildings to the new common keyed locks on exterior and interior doors (Atmore & Brewton).
• Develop an Emergency Pamphlet with Fire Alarm Response Instructions, Local and JDCC Emergency Communications information.
• Replace windows in Gymnasium.

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

Prepared by:

Richard Lynn, Chairman