

Meeting: **KOPS Advisory Committee Meeting**

Date: April 26, 2022

Time: 9:00am-10:00am

Room: RC 181

Attendees: Alisa Pacer, Sandra Warner, Dixie Johnson, Gina Egan, Jeff Allen, Jose Carrillo, Marianne Mantel, Molly Salisbury, Stephanie Belford, Lauri Bledsoe, Ebeth Campbell, Daniel Gonzalez, Alex Wells, and Mike Neal.

Welcome

- Introductions of members in attendance

KOPS Committee Charge

To solicit feedback from JCCC constituency groups and facilitate communication with the president's cabinet to provide input for making strategic decisions about safety and security issues.

Ready in 5 handout

- Went over the edits that Alisa/Dixie drafted and the team gave their ideas/suggestions
- Removed the word "Step" before the numbers.
- Need to add the JCCC logo
- Bold the words "Students" and "Faculty/Staff" at the top
- Make the statements shorter verses longer
 - Example: #1 – Staff/Students are automatically enrolled
- #4 – FYI- The KNOW program may be changing (3-6 months)
 - New look may give different resources for saying "NO" for different incidents.
 - Maybe start with less printing originally in case of upcoming changes.
- Possibly add resources to the bottom of the page
- Add Police Department location to bottom of handout
- Make a little fancier – JCCC modify it
- Leave handout the same size instead of making it bigger, ½ page

RC Odor Reporting Incident – 3rd Floor

- Incident occurred on 4/14/22
- At 7:45am, A supervisor reported to the PD that an individual was having a hard time breathing.
- Sandra was also notified by supervisor and gave them the NurseNow info and steps to follow.
- Dispatch sent officers to where they were told the employee was at. Overland Park Fire Department also responded.
 - The employee had to be located because he was wanting to leave and was by his car, not the location that was told to Dispatch.
- Officers investigated the area and realized that there was a possible larger concern for RC 3rd Floor for other occupants.
- Maintenance was called and enroute to location.

- The decision was made to evacuate/clear the 3rd floor and move people to lower floors. (The Police Department and BELs cleared the floor.)
- IRT was notified of the incident and kept informed throughout.
- While the 3rd floor was being evacuated, other officers on scene started checking the other floors for smell or odor.
 - There as a big event going on in RC CapFed with local Judges and Marshalls.
 - JCCC Detective Futrell let some of the Marshalls know of the activity going on.
- Overland Park Fire Department had a device to check the air quality.
- All resources were available to employees – EMS, OPFD, JCCC PD
- No other employees reported illness/injury and no one was taken to the hospital.
- JCCC Police and Fire gave the all clear for employees/students to return to the 3rd floor.
- The incident ended up being a masonry work odor, there was some sawing of the floorboard that had epoxy on it.
- The Police Department had a debrief of actions taken during the incident that could have been done differently immediately following.
 - Keep radio traffic limited to the incident happening.
- BIG Takeaway....Notify Dispatch immediately with any incident. Report, Report, Report!
 - They have resources to help before the EMS or Overland Park can get here.

Risk Management & Safety Update

- Sandra handout out the NurseNow wallet card (email was sent from Sandra with e-card)
 - Please save this information to your contacts and cell phone.
- When an incident occurs, notify NurseNow at (855) 513-3003 (contact PD if life safety).
- Kansas Department of Labor conducted a safety audit in January 2022 and there were only 23 total findings.
- Campus Services does a great job making sure things are working/fixed on campus.
- Fundamental safety practices are for students and employees.
- Wear the right shoes for the job!
 - The right footwear can help you avoid many general hazards, such as injury from heavy objects falling or rolling on your feet, burns from stepping in chemical spills, or stubbing your toes on immovable objects.
 - The wrong footwear can also cause you to slip and fall, resulting in multiple injuries. Your work shoes should fit properly, be comfortable to wear, and not be defective in any way.
- Keep your eyes and ears open – if something seems out of place, report it immediately.
- Offsite locations were not included in this safety audit.
- If a student gets hurt or something happens, call the Police Department immediately.

Emergency Preparedness Building Standards Review

- We did not have enough time to cover this topic.
- Delayed to a future meeting.

Next Meeting will be in the August-September time frame - TBD. No meeting over the summer.