I. OLD BUSINESS
   a. APPROVAL OF JULY MINUTES - July minutes were approved with the noted spelling correction.
   b. COMMUNICATION
      i. Scheduled installation of call boxes and security lighting continues
      ii. All siren relay boxes have been installed except for the box located in Brooks Hall. This is scheduled for summer work
   c. CONFINED SPACE PROGRAM - Work on the confined space program continues. List of spaces is being compiled
   d. ADA – ADA areas of refuge is still under investigation regarding locations and regulations
   e. UCIC SITE VISIT AGENDA items were amended to include ergonomic information
   f. TRAINING -
      i. AICUP training sessions interested a representative from the Art Department but there was a schedule conflict with the presentation. Sandy is investigating a presentation in the western part of the state on the same topic
      ii. A representative from the physical plant department attended the emergency protocol implementation of community mutual assistance agreement meeting today. Information from that meeting will be shared with the committee at the next meeting. Ongoing student involvement may be considered to be included in the College efforts.

II. NEW BUSINESS
   a. QUARTERLY INCIDENT REPORTS
      i. Linda reviewed the quarterly claim summary for property, general liability and auto insurance. The following was noted:
         1. The 5-year average for property claims was $8,500. FY07-08 had none reported
         2. The 5-year average for general liability claims was $30,000
         3. The average cost per auto claim is $10,000
      ii. In comparison to the other claims, the number of auto claims submitted is higher. This should be an agenda item at a future meeting
   b. OFFICER INCIDENT - An incident involving a security officer and a teenager on campus was discussed. The officer suffered minor injuries.
ACTION: Ken Kensill will discuss the incident with his AEC member and report back to the committee including any recommendations.

c. EPA AUDIT STATUS
   i. The College responded to the follow up questions from the EPA. The Notice of Determination (NOD) should be issued 6 months – 2 years from the final report date. Our report was submitted 6 months ago.
   ii. Q5 Software from Turning Bird was received and this updated version of inspection software will be incorporated into the College's ongoing efforts regarding EPA compliance.

ACTION: The next step is to wait for the NOD.

d. EPA CONTINUOUS COMPLIANCE
   i. EPA compliance does not end with the submission of our report. It is an ongoing process to ensure the College continues to stay in compliance with the regulations.
   ii. This involves training, inspections, and staying current with EPA regulations.
   iii. Richard proposed presenting a training piece to educate areas on campus related to compliance issues (possible a slide show).

ACTION:

Richard will prepare his examples for training focusing on Physical Plant and Housekeeping areas to start with.

i. Richard, Linda and Larry will have a planning meeting and report back to the committee on training and the role the committee will play (training, involvement in inspections, how to report, what feedback should come to the committee etc.)

e. Reauthorization of Higher Education Act
   i. The Campus Safety Grant Opportunity was noted. Richard will work with the Development office (Ann) to see if the College is eligible for any funding.

ACTION: Richard will report back to the committee.

f. NEXT MEETING/CALENDAR - September 2, 2008
   i. Old business
      1. Call boxes and security lighting continues
      2. Siren relay box installation in Brooks Hall.
      3. Confined space program
      4. ADA areas of July
   ii. Training (AICUP, on site)
   iii. UCIC visit
   iv. EPA Continuous Compliance
   v. Officer Incident
   vi. Grant opportunity
   vii. Auto Policy Review