

**Lamar Institute of Technology**  
**Monthly Safety Committee Meeting Minutes**  
**November 22, 2024**

*Committee Charge: To advise the President and the LIT Executive Team on all safety and health issues and to recommend steps to mitigate the issues:*

- I. Call to order-1:17 PM
  - A. Review and approval of minutes from April 2024 meeting.
- II. Campus Safety
  - A. Incidents
    - i. Domestic violence
      - 1. Occurred off campus, victim notified us so we were aware; male subject was told to leave when he came to see the victim
    - ii. Suspicious person – main campus
      - 1. Unknown person crossing campus
    - iii. Unwanted person – Silsbee Campus
    - iv. LUPD confronted our students in MPC lot
      - 1. Confrontation while EMS students were waiting to take their final exams
      - 2. unknown why officer confronted them
      - 3. situation escalated but was resolved
    - v. Disruptive Student – EN
      - 1. Student had a personal crisis,
      - 2. handled immediately with no issues; student is fine
    - vi. Employee fall between EN & PATC
      - 1. Injury to knee-self reported-employee fine
      - 2. Caused by clothing
    - vii. Criminal Trespass – Silsbee
      - 1. Silsbee PD called
      - 2. Criminal Trespass Warning (CTW) issued
    - viii. Gateway Front Window Busted
      - 1. Unknown reason, possibly weather
      - 2. Has been replaced
    - ix. Theft from Motor Vehicle on main campus
      - 1. Reported by email
      - 2. LUPD took report
    - x. LIT Vehicle damaged
      - 1. Side swiped, unknown where/when

- 2. Employees should check cars before & after
- xi. Student Threatened Staff Member
  - 1. Violent threat made over phone
  - 2. Student CTW- classes online only
- xii. LIT Van Damaged
  - 1. Broken brake light
- xiii. Suspicious Person – Silsbee
  - 1. Silsbee PD called
- xiv. Summer Camp Minor Injured
  - 1. Admitted to horseplay
  - 2. Called mom & he returned next day
- xv. Welding Student illness
  - 1. Overheated
- xvi. Theft from Line Trucks in Silsbee
  - 1. Missing wire & rescue packs
  - 2. SPD took theft report
- xvii. Irate Parent in Technology Building
  - 1. Parent calmed
  - 2. Discussion with Dr Collins & Becky
- xviii. Motor Vehicle Crash – Tommy Williams
  - 1. Student not paying attention & struck the instructor
  - 2. LUPD responded
- xix. Motor vehicle damaged in MPC
  - 1. No information from other vehicle
- xx. Active Threat Alert from LU
  - 1. Received 24 minutes after the initial report was made
  - 2. Delayed reporting could be a problem
- xxi. Suspicious Person – CTW main campus
  - 1. Had prior CTW
  - 2. Person arrested by LUPD
- xxii. Irate Person on Silsbee Campus
  - 1. Man mad about students’ driving habits
- xxiii. Disruptive Student – TDCJ
  - 1. Dismissed from their program
- xxiv. Indecent Exposure – main campus
  - 1. LUPD responded – no action taken
  - 2. Students referred to Student Conduct for sanctions
- xxv. Motor vehicle damaged – MPC
  - 1. No damage
  - 2. No information on other car

- xxvi. Motor Vehicle Crash – MPC
  - 1. Significant damage to student’s truck
  - 2. Suspect vehicle still present
  - 3. LUPD refused report
- xxvii. Gateway A/C incident
  - 1. Thermostats were tampered with
  - 2. Condensation built up & caused some damage
- xxviii. Police Cadet Injured
  - 1. 3 knocked out
  - 2. 1 transported to ER
  - 3. Every precaution possible taken
  - 4. Suggested they continue fighting
- xxix. Unsupervised juvenile – TC Building
  - 1. Expelled from school
  - 2. Waiting for his mom
- xxx. Walding Student illness
  - 1. Dehydrated
  - 2. EMS called, went home with dad
- xxxi. Several student conduct investigations
  - 1. Referred either to student conduct or CARE
- xxxii. EMS student
  - 1. Fainted while at clinicals at St. Elizabeth
- xxxiii. Female student threatened away from campus
  - 1. Did not want report, just making safety aware
  - 2. Both parties are students
- III. Security Camera Project
  - A. Cameras, controlled access entries in the works
  - B. Installation hopefully to begin while we are at Christmas break
  - C. Project moving forward
- IV. Parking Enforcement
  - A. Restriping done
  - B. Policy writing in progress to mirror LSCPA & LSCO, and cooperate with LU
  - C. Approval to have written warnings and tickets made prior to using the software
    - i. If students don’t take care of the tickets, we can suspend or hold their accounts if necessary
- V. Evacuation Accountability – Whittaker
  - A. Muster points – attendance needs to be taken
  - B. Either by cell phone on Starfish or paper copy of attendance

- C. Ideas
  - i. Cell phone allowance expanded to faculty so they would be required to have phones & check Starfish attendance on phones
  - ii. Portable paper roster each day
  - iii. Faculty having choice between the two
  - iv. Faculty telling student at beginning if there's emergency, they must check in with instructor within so many hours
  - v. Having one phone number everyone can call in & mark themselves as safe
    - 1. This phone number on the back of the electronic access cards
  - vi. Faculty being the last one out of any room & closing the door, indicating no one else was left in room
  - vii. Faculty to talk with others & solicit other ideas
- VI. Construction & Maintenance – Jonathon Beritieh (not present)
- VII. Information Technology – Joul Ghorayeb
  - A. Working on correcting issues found during EHS inspections
  - B. Working with Ex Director Rash for ID systems for new building entry cards
- VIII. EHS Specialist – Tracielynn Walters
  - A. Reminder about space heaters
  - B. No decoration timers
  - C. No daisy-chaining RPTs
  - D. No decorations from ceiling tiles
  - E. No decorations from fire alarm equipment
  - F. Candle warmers – are they ok?
    - i. EHS prefers no Scentsy products
    - ii. Prefers no candle warmers
  - G. No plug-in fragrances
  - H. Will get email with new guidelines sent out soon
- IX. New Business
  - A. Fume hoods need to be inspected every year
    - i. Tracielynn aware & is in communication with Jonathon about finding a company to conduct these inspections
  - B. Gas Lines in MPC sometimes smell like gas
    - i. Are they inspected (as needed basis)
      - 1. Tracielynn will get with Jonathon about this & do some checking
- X. Around the table
- XI. Adjourn – 2:27 PM