

**Lamar Institute of Technology**  
**Monthly Safety Committee Meeting Minutes**  
**April 26, 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-1:03 PM
  - A. Review and approval of minutes from February 2024 meeting.
    - i. Outstanding Business: MPC roof leaks; requested containers to catch water.
      - 1. Specifically RM 112 where water splashes on computers
      - 2. Slipping Hazards
      - 3. Jonathon contacted his team immediately about that.
    - ii. Mission Statement never completed.
- II. Campus Safety & Security update
  - A. Incidents
    - i. Disorderly Conduct (urinating on T-5)
      - 1. Early hrs. – LUPD called – no charges.
    - ii. Student Fainting – Gateway (unknown reason)
    - iii. Tommy Williams- Carry Deck Chrane v ATT line.
      - 1. Training completed for the incident.
    - iv. Criminal Trespass – MPC (vagrant found in restroom)
      - 1. LUPD issued CTW.
    - v. Criminal Mischief – MPC (female’s car)
    - vi. Animal in Vehicle – MPC
    - vii. Employee sleeping in office (X2).
    - viii. Criminal Trespass – Silsbee
      - 1. SPD called, responded, issued CTW.
    - ix. Criminal Trespass – EN
      - 1. LUPD issued CTW.
    - x. Harassment
      - 1. Female walking-someone yelled at her as they drove by
    - xi. EMS called for employee feeling ill – not work related.
    - xii. Student claims vehicle hit in parking lot.
      - 1. Dir. Gentry does not believe damage was done on campus.
    - xiii. Student Injury – Fire Training Grounds
      - 1. Minor burn
      - 2. No time lost in training.

- xiv. Disorderly Conduct – Fighting
    - 1. Dual Credit Students at MPC
    - 2. LUPD Called – citations issued.
  - xv. Exam Missing from instructor desk – Gateway.
  - xvi. Student Injury – Fire Training Grounds
    - 1. Shoulder dislocation
    - 2. No time lost in training
  - xvii. EMS called for student – MPC.
    - 1. Low blood sugar
    - 2. Refused transport.
  - xviii. Theft – Silsbee
    - 1. Student claims property taken from vehicle.
      - a. Property taken from bed of truck
      - b. Property last seen on Monday, reported on Thursday
    - 2. Unable to determine.
  - xix. Suspicious Subject
    - 1. Male approached to female students asking for cigarettes.
    - 2. Security was not notified until an hour after the incident.
- B. Campus Security Review -completed and submitted.
- i. Crime Prevention Through Environmental Design
    - 1. Vegetation kept trimmed at recommended heights.
    - 2. Lighting
    - 3. Security Cameras
      - a. Firetrol-approved & in process.
    - 4. Signs for contacting security.
    - 5. Clear identification of names/address of buildings-
      - a. Adding building and room identification on the outside of the building in case SWAT needs to make entry-room verification.
  - ii. CPTED report given to Facilities for them to repair/address anything they can on their level.
  - iii. Let Jonathon know about the specific lights in the MPC parking lot (he already received info about them not working & was waiting for call back from repair company)
- C. Emergency Messaging
- i. Tested once already – will have more coming.
  - ii. Explained that the testing is required – Clery requirements
  - iii. Explained the LUPD has access to send Emergency Notifications to LIT in some situations

1. Time lost while calls are forwarded would be detrimental to lives / for the benefit of our college.
  2. First 1 or 2 Emergency Notifications may come from LUPD then the communications will roll to Dir of Communications & Marketing and Dir of Safety for follow-ups.
  - iv. Timely Warnings will come from Dir. of Communications & Dir. of Safety
- D. SWAT Exercise
- i. Lessons learned.
    1. Layout
    2. Nightlock System
      - a. How many tools for Nightlock on campus
        - i. At least one in each building
        - ii. LUPD has some.
        - iii. BPD gave me a couple.
  - ii. Professional Development Day was planned specifically around this exercise.
    1. Strengthen relationship with Beaumont SWAT
    2. BPD be familiar with LIT campus.
    3. DPS SRT asked to conduct exercise possibly in 2025.
  - iii. Should have been able to conduct their exercise & our Clery Evacuation Drill – unsuccessful.
    1. Students were not available at the last minute; unable to utilize the students so will need to conduct an evacuation drill for our students.
  - iv. Police Identification when they respond (some did not do that in April of 2023)
    1. Gentry will have to push this out to police administrators at local agencies.

### III. Old Business

#### A. Security Camera Project update

- i. Moving forward – waiting on final approval for contract
- ii. Approximately 150 cameras purchased.
- iii. 360-degree cameras
- iv. Audio
- v. Cover parking lots and main hallways in buildings.
- vi. Dr. Worry requesting camera on one of her units for safety purposes.
  1. Can discuss this Firetrol & get this done.

vii. FUSUS

1. Real Time Crime Center with Beaumont Police Department
2. 150 cameras = \$1500 per year
3. Local LE can log into our cameras real time to assist with their response / crime investigations on and around campus.
4. Still needs Dr. Valentine's approval.

B. Parking enforcement update

- i. Restriping – fresh paint will be done this summer.
  1. Fire lanes, handicap, reserved all up to “code”
- ii. Working in parking policy now
  1. LIT will follow LU guidelines to eliminate confusion for students & employees.
- iii. Fines-Parking Fund
  1. Fines recovered will go back into this fund to help cover costs of parking lots, etc.
- iv. Ticket Writing Equipment
  1. Have meeting planned with AIMS company.
    - a. Same as what LUPD uses.
    - b. Guards will have iPads with the software & able to take photos of violator car.
- v. Timeline for implementation?
  1. Unknown Exactly
    - a. We may start handwriting tickets before equipment is purchased.
    - b. Will get with Gary & hopefully have more information soon.

IV. Construction and Maintenance – Jonathon Berittech

A. Construction on Allied Health

- i. Lots of forward movement – substantial completion by end of summer
- ii. Tracilynn asked about flexible sprinkler heads with valves.

B. Advanced Technology Center (by Tommy Williams)

- i. Still in very early stages but progress is going forward.
- ii. 10,000 square foot expansion
- iii. What training available-electrical, plumbing, mechatronic, engineering technology

1. 8 technology programs to 19 programs

C. SACS coming in Fall.

- i. Lots of refreshing will be done inside and outside of buildings.
  - D. Dumpster still in handicap parking at MPC
    - i. No – it has been moved & all spots open.
  - E. Generators
    - i. Fueled up
    - ii. Start-up soon.
    - iii. Preparing for Hurricane Season
  - F. Jonathon will get with Richard next week regarding the MPC building report & scheduling maintenance.
- V. Information Technology update
  - A. No new member appointed yet.
- VI. EHS Specialist – Tracielynn Walters
  - A. Annual Fire and Life Safety Inspections for LIT
    - i. Can't just rename a room to fit your needs for storage.
      - 1. Specifically, a mechanical room, electrical room
      - 2. No storage allowed in these.
    - ii. Appliances found plugged into RPT (power strips) – the following MUST be plugged directly into the wall.
      - 1. Refrigerators
      - 2. Coffee Pots / Warmers
      - 3. Microwaves
      - 4. Space Heaters
    - iii. No fridges to be put in closet and covered so that the heat cannot escape.
    - iv. MPC Roof – first one to be repaired.
      - 1. Waiting on quote approval to move forward.
    - v. PATC Roof repaired in-house.
    - vi. T buildings also have leaks where awnings were
    - vii. Hopefully take drains out from each roof to eliminate damage being done inside.
  - B. Dr. Worry – PATC Room 233 computers are daisy-chained still.
    - i. Requesting some fixes so that they are not all using the multiple RPT's.
      - 1. Tracielynn spoke with IT about this & there is forward movement to replace & fix this particular issue.
- VII. New Business
  - A. Stop the Bleed Training being considered – waiting approval from Dr. Valentine
    - i. Asking for one kit per floor right now.
    - ii. Eventually one for each classroom.

- iii. Will provide training once approved & equipment purchased.
- iv. Description of advanced package (Texas mandated kit).
  - v. LSCO going with Stop the Bleed also. (Possibly LSCPA)
- vi. How often do they have to be replaced?
  - 1. Each individual piece would be different, but not very often
- vii. Heavy cost up front but not maintenance/upkeep costs
  - 1. Approximately \$160-165
  - 2. Kit also comes with box to attach to the wall plus medical supplies.
  - 3. Possibly safety grant for cost
- B. Outside Agencies doing safety or environmental health or inspection
  - i. Fire Marshal – Tracielynn gets the report.
  - ii. Health Inspection – do we have access to report that the inspector leaves behind.
    - 1. Jonathon was going to contact Chartwell.
    - 2. Safety was able to get a copy from the last City of Beaumont Health Inspection.
      - a. Was forwarded to members that were present.
- C. Whittaker nominated for mission statement/motto.
  - i. OSHA – injury / illness
- VIII. Around the table
- IX. Adjourn – 2:11 PM