SAFETY & RISK MANAGEMENT AD HOC COMMITTEE
Meeting of: October 31, 2014

Members Present: David Paquette – Chair, Richard Heath, Connie Roy-Czyzowski, Susan Siegel, John Stevens, Steve Caccia, Ron Rioux, Sarah Tilton, Matt Wood,

Members Absent: Adam Moy, Ralph Rojas, Angela Roussel-Roberge, Valerie Mahar

Also Present: Jeanne Herrick

The meeting was called to order by Chair Paquette at 9:05am – Northeast Delta Dental, 2 Dental Drive, Concord, NH.

Approval of the September 10, 2014 Meeting Minutes

On a motion by Mr. Heath, and seconded by Mr. Caccia, the committee voted unanimously to accept the minutes of the September 10, 2014 meeting as presented.

Behavioral Intervention Program

Ms. Tilton reported that she and Attorney Herrick held two presentations at Symposium yesterday that were well received. The attendees were very interested in knowing about the program, how it will be implemented on their campuses, training, etc. Some concerns were raised regarding not having a fail-safe plan for eliminating behaviors, which is not realistic.

Mr. Caccia noted an observation that, in years past, the colleges may not have had a strong behavioral program in place. The colleges are changing and there is a growing need to be able to identify students with issues and get them the help they need.

Ms. Herrick added that the Chancellor’s Office is a central resource for the colleges and can provide guidance. The System Leadership Team approved the program guidelines last week and the presidents have been charged with identifying a team at their college. Ms. Herrick and Ms. Tilton will be meeting with the teams to access resources and concerns, as well as researching available training programs.

Emergency Evacuation Plans
Ms. Tilton reported that each college has a plan in place and is posted. Tests are conducted on a regular basis.

**Vehicle Fleet Safety Policy**

Ms. Tilton reported that the System Leadership Team approved the Vehicle Fleet Safety Policy last week. CCSNH has liability insurance for both, driving CCSNH vehicles and driving personal vehicles for official business. A fleet manager is assigned at each college. Employees must take the online vehicle safety course in order to be reimbursed. Proof of insurance is no longer required.

**Campus Safety Committee/Joint Loss Management Committee**

Ms. Tilton reported that each college has established a Campus Safety Committee and are actively meeting. The Chancellor’s Office has established a Joint Loss Management Committee and it meets monthly.

Chair Paquette suggested that committee meeting minutes be posted on Sysnet.

**Training**

Ms. Tilton reported she is researching available training. There will also be a resource site on Sysnet under the Risk Management & Compliance section.

**VAWA Update**

Ms. Tilton reported that the VAWA regulations have been updated and published. They include substantive amendments to the Clery Act, which will also cover the crimes of domestic violence, dating violence, and stalking, as well as employee and student focused training. Materials have been disseminated to the colleges as they are received. CCSNH purchased copies of two trainings, “Culture of silence: Stalking Education and Awareness” and “Speak Out & Stand Up (SOSU): Raising Awareness About Sexual Assault” and they are accessible on Sysnet. Many will be participating in a free online training on November 10, 2014 entitled, “Implementation of the Violence Against Women Act - Amendments to the Clery Act”, offered by the Clery Center. Additionally, Sharyn Potter, Co-Director of Prevention Programs at UNH will be presenting to the VPAA’s, VPSA’s and others on December 11th. Ms. Potter’s research focuses primarily on the prevention of sexual assault, relationship violence and stalking on college campuses.
Committee By-Laws

In the interest of time, Ms. Siegel stated she will draft the by-laws and disseminate to the committee for review.

Other

Ms. Roy-Czyzowski disseminated a list of training opportunities offered through OSHA. It was noted that CCSNH, as a political subdivision of the state, is exempt from OSHA requirements. OSHA standards should be viewed as “best practice” benchmarks.

The meeting adjourned at 10:30 am.

Respectfully submitted,

Tanja Cloutier
Assistant to the Vice Chancellor