

**Safety Audit Standing Committee (SASC)
Meeting
Thursday, March 22, 2012
12:00 pm – 2:00 pm
901, YRT**

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Minutes

In Attendance: Pat Bradshaw, Catherine Davidson, Rob Castle, Debbie Jamieson, Pavel Castillo, Kimberly Badal, Rose Celebre

Regrets: Paula Gowdie Rose, Alistair Woods, Natasha Dookie, Samantha Lampert, Chris Frost

Guests: Rob Tiffin – VP Students, John Amanatides – Incoming Chair of CSC

1. Welcome and Introductions

- Catherine welcomed committee members and guest, VP Rob Tiffin.

2. Safety Discussion with VP Rob Tiffin

- Discussion points included a review of initiatives and services, key issues and engaging students in Safety Awareness.

Power point presentation is attached to the meeting minutes.

3. Review of Minutes – February 14, 2012

- Minutes reviewed and approved

4. Welcome and introduction of incoming CSC Chair – John Amanatides

5. Review current membership and mandate of SASC

- Committee members reviewed the Safety Audit Standing Committee (SASC) Mandate document. The suggestion was made to modify the wording "sub-committee" to "committee" throughout the document. A fourth bullet will be added which states "help CSC carry out its mandate (see below) through liaison with the Management Safety

Committee.” Catherine to revise document and send to Rose for distribution. (see attached revised document).

6. Review outstanding issues

- a. Rob Castle – CPTED Audit should be undertaken annually. Security Services is responsible for this task. Staffing to undertake this audit has been a challenge. SASC recommendation is to invite Rob Kilfoyle back to a SASC meeting to address this item.
- b. Rob Kilfoyle to be invited to the next SASC meeting to address status of demographics of security services new hires, training for new hires, and goSafe communication. Rob will be asked to provide SOP’s regarding roles and responsibilities of security personnel.
- c. Paul Mayol – PA system status – 2 pilot projects are currently on line (HNES and Ross building) and all campus buildings will be equipped over the next three years. Additional blue lights will be installed, new mass notification system will be implemented (ALERTUS), more LCD screens will be purchased and installed.
- d. Noel Badiou – RIAT training – Software is being developed and hope to deploy in early May. Goal is also to include in every student curriculum.
- e. Rhonda Lenton – Wording for inclusion in syllabus, Associate Deans presentation, Provostial planning committee – It has been decided that it is too soon to invite Rhonda back to a SASC meeting.

7. Update on Safety Awareness Campaign

- The committee discussed the upcoming Safety Awareness Campaign and plans to discuss further at the next CSC meeting – March 28, 2012. Pat Bradshaw and John Amanatides will attend the next Safety Communications group meeting which Rob Castle will schedule. Pavel suggested that the model can be distributed to the Community Service groups. In addition, it was decided that the campaign launch take place in November 2012. Rob Castle, John Amanatides, Pat Bradshaw, Matthew Harris and others will lead the campaign and coordinate a campaign event.

8. Next Meeting - TBC