Emergency Management Operations Team Meeting  
Friday, September 30, 2011  
1:30 p.m.  
Midland College Scharbauer Student Center Student Senate Room

Attendance:  Tana Baker, Rebecca Bell, Rick Bender, Dr. Michael Chavez, Rita Nell Diffie, Martin Garcia, Leland Hart, Dr. Richard Jolly, Tanya Primera, Dennis Sever, Rita Stotts, Zaira Valeriano  
Guest:  Dr. Damon Kennedy

Faculty Concerns  
Chief Garcia called the meeting to order and introduced Dr. Damon Kennedy, President of the MC Faculty Senate.  Dr. Kennedy voiced faculty concerns regarding the key system at the F. Marie Hall Academic Building.  Dennis Sever reported that this problem will be addressed during the semester break and that all classroom doors will be revamped to be on the magnetic lock system, just like the offices.  He also encouraged Dr. Kennedy to let faculty know that the MC Police or Mr. Sever should be contacted immediately should any problems arise with magnetic key locks for outside doors and/or office doors.  Mr. Sever stressed that one of the advantages of having a magnetic key system is the ability to remotely “lock down” certain areas to ensure student and employee safety.  At the current time, the system is being maintained by the MC Information Technology Department; however, once the system is fully implemented and functional, system responsibilities will be turned over to the MC Police Department.  Mr. Sever also requested that Dr. Kennedy notify the MC Physical Environment Committee of problems with keys and locks.

Training  
1.  Zaira Valeriano will revise the training schedule.

2.  Ms. Valeriano will request from Victoria College, an actual scenario of an active shooter incident that was encountered not long ago.  This scenario will be used for a table-top training exercise.

3.  The Team agreed to train and test the mass notification system on Saturday, October 29, from 10:00 a.m. to 12:00 noon.  It was also discussed that at least one additional person needs to be trained on the mass notification system.

4.  Zaira announced that she recently completed the community CIRT training and was impressed by how many community members took the time to undergo the multi-day training.

5.  Rita Stotts and Tanya Primera will be attending an emergency management training in Lubbock.

6.  Tana Baker will be attending an alcohol awareness “train the trainer” workshop, and then will be able to train others on campus on alcohol awareness.
7. A date of November 10 was tentatively planned for inviting various emergency personnel on campus for a tour of all the buildings so that they can familiarize themselves with campus locations when 911 calls are made from Midland College. Rebecca Bell and Martin Garcia will coordinate the November 10 events.

**Strategies of Behavior Incidences (SOBI)**
Chief Garcia reported that cases are being received daily. The subcommittee is currently reviewing two active cases involving post traumatic stress disorder suffered by U. S. military veterans who are taking classes at MC. The SOBI subcommittee will refer these cases to professionals who specialize in this type of counseling.

**Communications**
Rebecca Bell reported that an emergency notification text alert system is being developed. Dan Buckley, the webmaster, has been temporarily “pulled away” from this assignment to work on Blackboard problems.

**Current Plan**
1. Tana Baker distributed the 2010 MC Annual Fire Safety Report for the residence halls. This information will be put on the web.

2. At the Team’s request, Rebecca Bell will see that the MC website contain a link to the Texas Department of Insurance website for fire exit strategies.

**Meeting Summary and Adjournment**
Dr. Richard Jolly thanked the Team for their efforts and reported that a lot of work has been accomplished in a relatively short period of time to increase procedures for emergency preparedness at MC. The team will continue to meet on a regular basis and provide emergency planning training and support to MC employees and students.

The meeting adjourned at 3:00 p.m.