

## Meeting: **KOPS Advisory Committee Meeting**

Date: October 26, 2021

Time: 9:00am-10:00am

Room: RC 253

Attendees: Alisa Pacer, Sandra Warner, Dixie Johnson, Alex Wells, Daniel Gonzalez, Ebeth Campbell, Gina Egan, Jeff Allen, Jordan Brink, Jose Carrillo, Lenora Cook, Molly Salisbury, and Stephanie Belford.

### **KOPS Committee Charge**

To solicit feedback from JCCC constituency groups and facilitate communication with the president's cabinet to provide input for making strategic decisions about safety and security issues.

### **Welcome New Members**

- Gina Egan – Faculty Association
- Marianne Mantel – Admin. Assistant, Cosmetology
- Danial Gonzalez – Student Representative
- Ethan Lancaster – Student Representative

### **Committee Info**

- KOPS is now a listed committee for ABC (Academic Branch Council)
  - KOPS Advisory Committee reports out to ABC
- KOPS Advisory Committee is also now listed under Committees in InfoHub
- KOPS Advisory Committee Meetings will meet quarterly going forward
  - January, April, September and November
  - Can always add additional meetings if needed
- KOPS SharePoint site
  - <https://jcccedu.sharepoint.com/sites/KOPSAdvisoryCommittee/Shared%20Documents/Forms/AllItems.aspx?CT=1635524885090&RootFolder=%2Fsites%2FKOPSAdvisoryCommittee%2FShared%20Documents%2FGeneral&FolderCTID=0x012000294306E39A5D084382E31DDB395A7162>
    - Has all minutes and documents listed
  - Talked about drafting a letter introducing oneself as a KOPS member

### **Old Business**

- No carry over information

### **New Business**

- No representative input
- Management Topics
  - Workers' Comp

- Regardless of severity, promptly report all on-the-job injuries to Nurse Now at 855-513-3003.
    - Nurse Now is available 24/7 and can authorize treatment.
  - If an injury involves a threat to life or limb, contact the JCCC Police (913-469-2500) to coordinate emergency medical treatment.
  - Although some on-the-job injuries may not require medical attention, always report all on-the-job injuries to Nurse Now at 855-513-3003 in the event you need medical treatment at a later date.
    - JCCC can be fined if we don't report an accident/incident
    - REPORT, REPORT, REPORT
  - Once the form is filled out by Nurse Now, Sandra Warner receives a copy of all forms
  - Safety tip for the day - "Wear the right shoes for the job"
  - If Adjunct Faculty fall or injure themselves at a clinical site, they must still report it to Nurse Now
  - If a student ambassador or student employee is injured, they should call Nurse Now also
  - If a student is injured, report the JCCC Police Department
- Risk Management
  - COVID-19 Status for JoCo
    - 77% of the eligible population is fully vaccinated
    - Percent Positivity rate is 5.2%
    - Community risk moved to Substantial
      - Very important to pay close attention to Community risk
    - Incident rate needs to decrease to 50 or below in order for the Community Risk to move to Moderate
  - Booster shots for Pfizer, Moderna, and J&J are all available now
  - Biden Administration 6-Pronged Plan
    - JCCC is still gathering facts – nothing changing as of right now
  - Normal Operations and Activities
    - 3-foot social distancing in the classroom
    - All departments have a presence on campus
    - Catering is available for in-person meetings and events
    - Indoor and outdoor events subject to current JCCC protocols
- Clery – 2020 ASR (Annual Security Report) Update
  - <https://www.jccc.edu/student-resources/police-safety/police-department/annual-security-report.html>
  - The Clery Act requires all colleges and universities that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campuses.
  - All about transparency
  - Report is published each year by October 1 for the previous year
    - Crime statistics for the current year and previous two years.
  - Any error or incident wrong could be a \$56,000 fine if not published correctly.
  - Demonstrates current programs and procedures

- KOPS Talk Newsletter – Winter Edition
  - Publish in December and then republish in January
  - Suggestions for newsletter:
    - Safe driving in winter storms
    - Nighttime safe driving
    - Checklist of things to do before leaving for winter break
    - BEL Spotlight
    - Officer Spotlight
    - Safety procedures during winter