The Campus Preparedness/Safety Sub-Committee met on December 4, 2009 at 12:00 p.m. in Conference Room of the Administration Building. Members present were: James Spurlock, Gin Brown, David Mitchell, Bruce Dietsche, Rick Dowdle and Karen Overturf.

The purpose of the sub-committee meeting is to plan for a fire drill in the spring for the Ash Flat and Mountain View sites. These drills will to be monitored for effectiveness. The committee's preliminary plans are as follows:

1. Site-Cooordinator and instructor from each site will decide on a couple of possible dates for their campus (Gin and David for Mountain View and James and Bruce for Ash Flat)
2. Get the okay from Administration on specific dates for each campus
3. James and Gin will contact sheriff and fire departments in their area to find out how much involvement they would like to have with the drill (just know about it, stand back and watch or be actively involved)

Once this has been done the committee will meet again in the early spring to continue with the plans.

Meeting was adjourned at 12:30 p.m.

Minutes respectfully submitted by,

Karen Overturf