

Safety Committee Minutes

May 28, 2024

Attendees: Mario Casados, Charity Duley, Byron Horne, Kim Isley, Rachel Smithson, Dwayne Patterson, Kelly Mullin and David Rittenberg

Absent: Jennifer Stoehr

Notes:

- Discussed tracking the deployment of NARCAN in shelters.
- Active shooter training has been requested from Anchorage FBI
- Implementing new Phishing/Cyber security training
- Practice Textmagic Alert-Funds need to be added to the account.

Upcoming Changes:

- Discussed issues with guest overstaying in the restrooms and stairwells at 4600 Debarr Rd.
- Visitors who are not here to meet with a staff member are only permitted to use the 2nd-floor restrooms. Codes to the first-floor restrooms should only be given to staff or individuals here to meet with CSS staff members.
- If a visitor (someone here not receiving services or meeting with CSS staff) uses the restroom on the 2nd floor, the front desk will keep an eye on the time.
- If there is suspected substance misuse in the restroom, the front desk should immediately call 311 and close the bathroom to others. Staff should use the 1st or 3rd-floor bathrooms until resolved. Front desk staff should always have another person with them when interacting with the visitor.
- If a visitor is spending an extended period in the bathroom, front desk staff should check in on them in pairs at the following time marks in pairs:
 - 10 min check-in
 - 20 min ask them to leave
 - 30 min call 311 to report and wait until police arrive to help escort them out
- If the visitor is a threat or risk to themselves or others at any time, staff should immediately call 911
- If required according to the critical incident policy, staff should complete a critical incident report

Other Items to Note:

- John Huffman will be conducting a review of our safety and emergency plans.
- Discussed the purchase of AEDs and ensured the grants are submitted.