

# Dakota College at Bottineau Emergency Management Team - Minutes



May 13, 2020 at 3 PM - McMaster Conference Room

**PRESENT:** Darrell Waters, Dr. Migler, Larry Brooks, Brad Gangl, Lisa Mock, Janet Lund, Susan Indvik and Sandy Hageness

Topic	Responsible Party	Discussion/Outcome
1. Minutes from previous meeting <ul style="list-style-type: none"> <li>• February 12, 2020</li> <li>• April 8, 2020</li> </ul>		Motion made by Larry, seconded by Brad to approve the February minutes as presented. Motion carried. Motion made by Larry, seconded by Janet to approve the April minutes as presented. Motion carried.
2. Review drills conducted since last meeting		There were no drills conducted since the last meeting.
3. Review of pandemic response by DCB		Discussion held on processes and areas for improvement in the COVID-19 pandemic response. <ul style="list-style-type: none"> <li>• Not everyone willing to follow social distancing</li> <li>• Provide masks for everyone</li> <li>• Changing the process to locked buildings, vs health screenings is a better approach</li> <li>• Plexi-glass shields may be the next steps to take</li> <li>• Ordering supplies, minimum orders are high. There may be a process at the NDUS procurement office to place an order for all of the campuses to provide supplies.</li> <li>• The process of putting the mail into the trailer has worked</li> <li>• Be aware of communicating to folks coming back on campus as to where to go for services, questions, etc.</li> <li>• Communication posts on the web site and app push notifications have been helpful</li> </ul> Discussion held on what if scenarios for re-opening in the fall. For example; What if someone tests positive for COVID-19?

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4. DCB EOP Update		Dr. Migler will take the lead in adapting Minot's plan. Would like to have it complete by the end of June.
6. Other		No other business to discuss.