

**President's Cabinet Meeting**  
**November 14, 2016**  
**9:00 A.M.**  
**3<sup>rd</sup> Floor Conference Room**

**Attendance:** Mike Williams, Barry Ingraham, Sue Bernard, Beth Hummel, Bill Egeler, President Crowley, Peter Goheen, PI Police Chief Matt Erwin

**Minutes Prepared by:** Nancy Gagnon

Call to Order: 9:00 a.m.

**Peter Goheen** – Active Shooter Video – In 2015 the FBI developed a training video intended for law enforcement, EMS personnel, and firefighters on best practice methods for an active shooter situation. This video was shown to the cabinet members in hopes to gain insight on developing a process to deal with an active shooter. The video highlighted the steps involved as being neutralize the shooter, help the injured, set up a victim help station, interview witnesses, work with the media and retrospect.

After viewing the video, President Crowley asked the group for their thoughts. The following are comments made:

- Where is the nearest mobile command – state police
- It would take a long time to have support people here
- The plan we have is a small part of what we need and clarification is needed about people's roles
- Unprepared
- Positive relationship development and doing what you're best at doing; not what you might want to be doing.
- Parents trying to reach their child may actually put them in danger by calling
- Would need support set up for victims and their families afterward
- Communication with area schools and law enforcement vital

**Barry Ingraham** - Safety Items Report – need to set a date and time to meet. Also need to discuss training and training records.

**Beth Hummel** – Rob Nadeau from the System Office will be on campus on November 21 to conduct an informational meeting on overtime and comp time. A reminder will be sent out.

**Sue Bernard** - There will be an Employee Longevity Awards and Thanksgiving Luncheon on Tuesday, November 22 in the Edmunds Conference Center. Awards are grouped by a number of years. A copy of the program will be forwarded to administrators.

**Bill Egeler** – Pam Zimmerman will be on campus November 22-25. Spring semester registration is about half done. Briefly discussed doing the Student Satisfaction Inventory this semester and the importance of the data received from the survey.

**Mike Williams** – Talked about the Maine IS IT program (ended September 30) report – underspent by \$400; variance report going out today.

**President Crowley** – Will be attending an MCCS Presidents and Board of Trustees meetings in Wells Tuesday and Wednesday. Meeting focus will be on dual enrollment and a proposal for a new Waste Water Treatment Program. President Langhauser's focus is now on the legislative process. Need to make sure that information is out there regarding the fact that last year's budget problem has been resolved. Asked that the administrators remain to discuss items for sale.

The meeting was adjourned at 10:25 a.m.