

**February 15th, 2024**  
**Western Nevada College**  
**Healthy Campus and Environment Committee**  
 11:00am – 12:00pm

**MINUTES**

1. Call to Order <b>11:04 AM</b>	
2. Roll Call <u>Present:</u> Academic Faculty-Nigel Harrison, Chair Administrative Faculty-Shannon Covey, Secretary/Recorder (Temporary) Academic Faculty-Martin Schmidt Administrative Faculty-Shannon Covey Administrative Faculty – Elizabeth Best Facility Services – Jeff Erickson Media Services-Matt Shafer Security-Ed Millim H&HS Rep -  <u>Absent:</u> Academic Faculty-Stefanie Bishcoff Administrative Faculty-Vacant Classified – Hilda Villafana Student- Jordany Arevalo	
3. Approval of Minutes (January 9th, 2024)	<b>Action</b> approved unanimously via email by committee
4. Committee Member Update <b>Hilda Villafana was voted by the Committee to replace Natalie Wood as the Secretary/Recorder. Hilda is on leave until mid-March, therefore, the committee voted Shannon Covey to be the interim Recorder until she returns to resume her duties.</b>	<b>Discussion/Action</b> Martin motioned Ed seconded motion
5. HCEC Bylaws Review <b>Committee Bylaws were reviewed and approved by College Council 2/2/24. Bylaws will be added to the committee’s web page.</b>	<b>Discussion</b>

<p>6. Monthly Activities  <b>Nigel stated he has about 18 people participating in the January Strava walking challenge. No events for February. Martin volunteered to do a Pie Day event in March. Matt volunteered to plan weekly hikes in April with John Jacobson. May events will be discussed at next meeting</b></p>	<p><b>Discussion/Action</b> None</p>
<p>7. Annual Initiatives  <b>Nigel opened discussion regarding annual initiatives noting two so far: Disc Golf and a 5K Fundraiser. These events will be planned for May 2025. Martin provided information regarding a Disc Golf club interested in possibly building a Disc Golf course around our Campus.</b></p>	<p><b>Discussion/Action</b> None</p>
<p>8. Projects &amp; Planning  <b>Jeff update – Currently working on maximizing Campus Security adding Blue lights in the parking lots and around campus. Updating card access devices and adding features for automatic door closures in case of an emergency.</b></p> <p><b>Shannon will discuss with Heather Rikalo about an October Breast Cancer event/walk and possibly handing out Pink shirts to WNC staff/students/faculty.</b></p>	<p><b>Discussion/Action</b> None</p>
<p><b>New Business – Committee requested to add a Zoom option to each meeting moving forward.</b></p>	
<p>9. Committee Web page Volunteer  <b>Shannon was unanimously voted to handle the web page updates for the Committee.</b></p>	<p><b>Discussion/Action</b> Unanimous vote</p>
<p>10. Public Comment</p>	<p><b>Discussion/ Action</b> None</p>
<p>11. Next Meeting Date  a. 3<sup>rd</sup> Thursday 11:00am-12:00pm  b. 3/21, 4/18, 5/16, 6/20 (cancelled)  <b>It was noted to meet at different locations across campus. Shannon will book rooms for all upcoming meetings &amp; provide Zoom links.</b></p>	<p><b>Discussion/ Action</b></p>
<p>12. Adjournment <b>11:36 AM</b></p>	<p><b>Discussion</b> Matt Shafer motioned,</p>

	<p style="text-align: right;">Nigel Harrison seconded; approved unanimously</p>
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<b>Monthly Activities</b>			
<b>Month</b>	<b>Activity</b>	<b>Lead</b>	<b>Notes</b>
December 2023	Wall of Gratitude	Shannon Covey	
January 2024	January Fitness Challenge	Nigel Harrison	
February 2024		Matt Schafer	
March 2024	Pi Day	Martin Schmidt	
April 2024			
May 2024			
June 2024			