

Minutes: Safety and Emergency Preparedness Committee  
March 10, 2021, 3 p.m. via Zoom

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- Chair Angela Zwissler called the meeting to order at 3:02 p.m. Those present were Mr. Aaron Benson, Ms. Teresa Dawson, Mr. George Grabryan, Dr. Kimberly Greenway, Mr. Ethan Humphres, Chief Les Jackson, Dr. Leshan Kimbrough, Mr. Randall Phifer, Dr. Michael Stocz, Ms. Jennifer Sutton, and Dr. Chunsheg Zhang.
- Minutes from February 10, 2021, were approved by acclamation.
- COVID-19 Update – Dr. Greenway noted that numbers are trending in a good direction. There were no positive cases on UNA's campus last week.
  - The University has scheduled 10 COVID-19 vaccine clinics – the first five clinics will offer first doses and the next five will offer second doses. The clinics have been opened to community members who are eligible according to the ADPH vaccine allocation plan, which is currently in phase 1b.
  - Spring 2021 Guidance document has been updated to include student-focused language to allow more face-to-face activities while maintaining COVID-19 Guidance criteria.
  - CRTF is working on international travel recommendations before its April 1 deadline.
  - Face coverings will be required through the spring – UNA will follow CDC and ADPH guidelines.
- SEPC is at about 73 percent toward completion of this year's projects.
- Family of Plans RFP
  - There were no updates to the Communicable Disease/Pandemic Plan.
- Emergency Evacuation Maps in Residence Halls – Ms. Sutton said Housing is prepping to close buildings for the summer and the installation of maps will continue during that time. A few items on the maps have been updated as well.
- Emergency Procedures Flip Charts
  - Dr. Greenway said HR is amenable to adding Emergency Procedure information to the new hire onboarding process.
  - Ms. Hill-Patterson will submit information regarding tornado season procedures to the digest. Posters will also be added around campus.
- Health & Safety Manual and Emergency Response Manual Updates
  - There were no updates on the Emergency Response Manual.
  - Ms. Zwissler gave an overview of Chapter 5 of the Health & Safety Manual. Chief Jackson made a motion to approve the revisions, Ms. Dawson seconded, and the motion carried.
- Parking Deck Phones – Mr. Humphres noted that the phones in the parking deck have been rearranged and signage and painting are next. The older phones were removed and there are now five new phones in place.

- 1A is on the ground floor across from Stevens Hall
  - 3A is at the crosswalk to Stevens Hall
  - 3B is at the Pine Street entrance
  - 4B is at the crosswalk to the Student Rec Center
  - 8B is on the open-air top level
- Building Coordinator Program – The list of possible coordinators includes 59 names. Dr. Greenway will take the proposal and names to EC for approval.
- Fire Drill Update – Chief Jackson stated that a fire drill should be scheduled for April.
- Building Specific Emergency Signs – Ms. Zwissler discussed waiting until the Building Coordinator proposal and list of names were approved before sending out emergency signs. Dr. Greenway suggested getting the made through the Print Shop to ensure uniformity. RAs in the halls, and student workers identified by Building Coordinators could be utilized to help post the signs in the appropriate spaces.
- Tabletop Drills – Dr. Greenway and Chief Jackson will work with Mr. Grabryan to schedule a Tabletop exercise with EC and EOC.
- Mane Safety Page – An active shooter tile was added to the webpage mockup. UCM has the page in its pipeline of projects.
- Reminder: The next SEPC meeting is scheduled for April 14, 2021.
- Adjournment – 3:27 p.m.