

Safety and Emergency Preparedness Committee
September 12, 2018, 3:00 p.m.
GUC Faculty/Staff Commons

1. Chair Bergeron welcomed members and asked them to introduce themselves while playing the disaster role playing game.
Wayne Bergeron, Aaron Benson, Lisa Ann Blankinship, Teresa Dawson, Kevin Gillilan, Ethan Humphres, Mike Nelson (for Cindy Conlon), Jennifer Sutton, Angela Zwissler
2. Approval of Agenda and Minutes from May 8, 2018 - Kevin Gillilan moved to approve the agenda and accept the minutes from the May meeting. Teresa Dawson seconded, and the motion carried.
3. Jennifer Sutton volunteered to be the vice chair.
4. Old Business
 - A. Subcommittee Reports – did not meet over the summer.
 1. Health and Safety Subcommittee Update
 2. Emergency Response Subcommittee Update
 - B. Business Continuity Plan – Ethan will bring back report that he submitted to this Committee several years ago.
5. New Business
 - A. AED Policy Review and Approval – Aaron Benson moved, and Kevin Gillilan seconded, a motion to forward the policy to Dr. Greenway for submission to the President, with a copy to the Shared Governance Executive Committee. The motion carried.
 - B. UNA Emergency Operations/Family of Plans – with Item C, Kevin Gillilan made a motion to forward the Plan of Operations. Angela Zwissler seconded, and the motion carried.
 - C. Planning Strategy/Way Ahead
 - D. Hindcasting Exercise Focusing Events – an exercise to look at an incident, the preparations that were in place prior to the incident and the results; how do they compare?
 - E. JSU Tornado Information Briefing (bring folks to campus) – Chair Bergeron would like to bring the team from JSU to campus to share their experiences with preparation for a disaster, the actual disaster, decisions that had to be made, and lessons learned.
 - F. NIMS/ICS Training – Chair Bergeron would like for the committee to make a recommendation of campus members who would benefit from this training.
 - G. CERT Team Concept/Way Ahead – Would like to bring this back with teaching a large number of people that are them rostered and when needed, a call-out is sent for whoever can respond.
 - H. SACS/COC Emergency Temporary Relocation of Instruction – Chair Bergeron shared the SACS requirement that they be notified if temporary relocation of on-campus and off-campus instruction.
5. Adjournment 4 p.m.

Health & Safety Subcommittee

Angela Zwissler, chair
Aaron Benson
Michael Gautney
Leshan Kimbrough
Lisa Ann Blankinship
Greg Carnes

Emergency Response Subcommittee

Kevin Gillilan, chair
Cindy Conlon
Teresa Dawson
Wayne Bergeron
Randall Phifer
Ethan Humphres
Jennifer Sutton

Committee Charge (from Shared Governance document dated 8/1/18)

1. To serve as an advisory committee on the university emergency/disaster preparedness and other safety and health matters.
2. To continually review the university's emergency/disaster preparedness plans and other policies and procedures on allied safety and health matters.
3. To develop and edit the University Safety and Health Manual.
4. To gather information about the university's emergency/disaster preparedness plans and on other allied safety and health matters, and assess university performance in these areas in light of the information obtained.
5. To propose changes in the university's emergency/disaster preparedness plans and in other policies and procedures on allied safety and health matters.
6. To handle any proposals the committee may make affecting university policy according to section C.2 "Shared Governance Procedure for Policy Change Recommendations."
7. To submit a final written report electronically by the first day of the fall semester to the Vice President for Student Affairs with a copy sent to the chair of the SGEC.