

Safety and Emergency Preparedness Committee  
February 13, 2019  
GUC Faculty/Staff Commons

Minutes

1. Chair Bergeron called the meeting to order at approximately 3:05 p.m. Present were Mr. Aaron Benson, Ms. Cindy Conlon, Ms. Stacy DeMorse (proxy for Ms. Teresa Dawson) Dr. Kimberly Greenway, Mr. Ethan Humphres, Deputy Chief Mark Parker (proxy for Chief Kevin Gillilan) and Jarrod Russell (proxy for Mr. Randall Phifer), Ms. Angela Zwissler, and Ms. Jennifer Sutton.
2. Approval of Agenda and Minutes from October 10, 2018 - the committee approved the agenda and minutes by consensus.
3. Old Business
  - A. Subcommittee Reports – Both the Health & Safety Subcommittee and Emergency Response Subcommittee are continuing to revise/edit their respective manuals. Three sections of the UNA Emergency Manual have been sent to specific areas for review and recommendations.
  - B. Business Continuity Plan – Ethan Humphres will bring the plan that was submitted several years ago back to the committee for review.
  - C. UNA Emergency Operations – The committee discussed the possibility of contracting with an external vendor to develop a Family of Plans.
  - D. Hindcasting Exercise Focusing Events – Chair Bergeron hosted this exercise for Arts & Sciences and COAD.
  - E. JSU Tornado Information Briefing – VP Alexander agreed to cover the costs of bringing the JSU team to campus. Chair Bergeron is working to find dates that will work. Would like to have them here for two days to meet with EC, SEP Committee, the campus-at-large, and students.
  - F. NIMS/ICS Training – Dr. Greenway will determine if Executive Council members have completed the NIMS training and encourage those who haven't to do so.
  - G. CERT Team Concept/Way Ahead – Chair Bergeron restated his desire to get the CERT course approved for credit without cost. Would be able to roster students, faculty, and staff to pull from during an emergency, with a one-year commitment option, much like the rubicon that veterans use.
4. New Business
  - A. Emergency and Blue Pole Discussion – Following a discussion on the pros and cons of maintaining the Blue Poles, Ms. Zwissler made a motion that VP Greenway inform the Executive Council that three of the blue poles are not working and recommend that they be removed. Chief Parker seconded and the motion carried. Data is still being gathered to ascertain whether it is beneficial to maintain the Blue Poles or to seek other avenues of emergency assistance, such as a cell phone app.
5. Announcements
  - A. UNA Dispatch moved to Florence City on January 1, 2019. They are still working out some of the kinks in the transition. Florence has agreed to handle the blue poles and the Pomco calls. Situations such as panic button calls will still be handled on campus. IT is working with UNA PD to find a solution for the "Send Police" desktop icons. Mr. Humphres believes he has found a solution for a voice option that will cost about \$1,300. Ms. Conlon made a motion for him to pursue that option. Mr. Benson seconded and the motion carried.

- B. Threat Assessment Training – Dr. Greenway reported that Brian van Brunt, from NCHERM, will be on campus August 13 to conduct threat assessment training. The Executive Council and Council of Deans will participate. There are 30 slots available so if anyone from this committee would like to participate, they can let her know.
  - C. Executive Council Emergency Preparedness Update – Dr. Greenway will review the University's Emergency Preparedness plan as detailed in the Emergency Manual with the Executive Council on Thursday, February 21. As part of that session, Chair Bergeron will conduct a hindcasting event. Deputy Chief Mark Parker and the Director of Student Counseling Services, Lynne Martin, will also participate.
  - D. The next meeting of the SEP Committee is scheduled for Wednesday, March 13, at 3 p.m. in the Faculty/Staff Commons.
6. Adjournment – The meeting adjourned at 4:25 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 Phiifer  
Ethan Humphres  
Jennifer Sutton