

**Minutes: Safety & Emergency Preparedness Committee**  
**Wednesday, Oct. 12, 2022, 3 p.m., GUC 200**

- I. Chair Cindy Conlon called the meeting to order at 3:05 p.m. Those in attendance included Dr. Eric Becraft, Sheena Burgreen, Dr. Butler Cain (proxy for Dr. Chunsheng Zhang), Rebekah Callahan, George Grabryan, Ethan Humphres, Chief Les Jackson, Dr. Humayun Kabir, Dr. Gary Padgett, Randall Phifer, Dr. Sayeed Shohag, Jennifer Sutton, Dr. KC White, and Angela Zwissler.
- II. After a motion from Dr. Padgett and a second by Dr. Becraft, the agenda was approved.
- III. Minutes from the [Sept. 14, 2022](#), meeting were approved by acclamation.
- IV. Pine Street safety follow-up
  - a. Ms. Conlon reached out to City Planning Director Melissa Bailey and City Engineer Bill Batson, but they were unable to schedule a meeting. Mr. Grabryan will work with the two city officials to get Ms. Conlon on the agenda to discuss Pine Street concerns.
  - b. Dr. Butler reported that the Town & Gown Task Force survey will soon be presented to the city and the data will be made public. He will share the results with this committee.
- V. [Bomb threat protocol](#) review
  - a. Mr. Grabryan requested that 911 always be called where there is a bomb threat because Florence Fire Department has a full protocol to run.
  - b. Dr. White requested a review of the emergency communication plan. She, Ms. Conlon, and Chief Jackson will meet to evaluate the protocol.
- VI. Lion Alert – A review of the emergency alert system will be folded into the above meeting.
- VII. Annual Tasks
  - a. Chief Jackson and University Police Department will coordinate with Facilities and Florence Fire Department to schedule fire drills for fall and spring semesters.
    - i. Dr. Becraft reminded the committee that negative pressure in the Science Building makes it difficult to exit the building during a fire drill. He suggested that signs be placed on doors letting students know that the doors are not locked and that they require a lot of force to open.
  - b. Ms. Conlon noted that the committee should review the emergency procedures and Building Coordinator program information throughout the year.
- VIII. Mr. Humphres gave an overview of the UNA Bluelight emergency phone app, noting that only 754 downloads have been completed since January 2020. He reached out to the app developer, who could not provide usage statistics. No information was available about who downloaded the app or its usage.
  - a. After discussion and upon a motion by Ms. Sutton and a second by Ms. Burgreen, the committee recommended that the app be terminated.
- IX. Chief Jackson and Mr. Grabryan will work together to schedule December walk-throughs to test emergency phones located in each elevator. Campus call boxes will also be tested at this time.

**Minutes: Safety & Emergency Preparedness Committee**  
**Wednesday, Oct. 12, 2022, 3 p.m., GUC 200**

- X. There being no further business, Dr. Becraft made a motion to adjourn, Mr. Humphres seconded, and the group brought the meeting to a close at 3:36 p.m.

Submitted by Tiffani Hill-Patterson  
Assistant to the Vice President for Student Affairs  
and Recording Secretary