

**Minutes: Safety & Emergency Preparedness Committee**  
**Thursday, Feb. 10, 2022, 3:30 p.m. via Zoom**

- I. Chief Les Jackson, SEPC chair, called the meeting to order at 3:30 p.m. Those in attendance included Dr. Eric Becraft, Aaron Benson, Sheena Burgreen, vice chair Cindy Conlon, Teresa Dawson, Minnette Ellis, George Grabryan, Dr. Kimberly Greenway, Tiffani Hill-Patterson, Dr. Leshan Kimbrough, Dr. Gary Padgett, Amber Sandvig, Dr. Butler Cain (proxy for Dr. Chunsheng Zhang), and Angela Zwissler.
- II. The group approved today's agenda and minutes from the Dec. 8, 2021, and Jan. 12, 2022, meetings.
- III. Business
  - a. COVID-19 update – Dr. Greenway reported no major changes as cases are on the decline.
  - b. [2021-2022 Progress chart](#) – Angela Zwissler noted that SEPC remains at 27 percent completion on projects.
  - c. Dr. Greenway reported that corrections to the Residence Hall Emergency Evacuation Maps had not yet been delivered.
  - d. SEP Manuals
    - i. Emergency Manual updates have been completed and approved. The group discussed setting a timeline for annual review.
    - ii. There were no updates to the Health & Safety Manual.
  - e. Fire Drill – Chief Jackson
    - i. The spring schedule will include the Commons, Flowers Hall, Kinesiology, Keller/Raburn, McKinney, Norton Auditorium, Powers Hall, Wesleyan Annex, and Willingham and the same format as used in the fall will be used for this next round.
    - ii. Chief Jackson said Kevin Hudson in Facilities is handling work orders from the action items list from the fall fire drills and that the two of them will work out a timeline for those.
  - f. Ms. Zwissler and Chief Jackson continue working on resolving questions about the Storm Shelter emergency protocols document, possibly streamlining guidance.
  - g. Chief Jackson gave an overview on a study of video cameras for the University's 29 parking lots. He noted that cameras helped both solve crimes in areas where they are located as well as clear people of wrongdoing. After discussion with the group, Chief said he would identify and prioritize the lots and coordinate with IT to set a timeline for assessing ways to better use current technology.
  - h. Ms. Hill-Patterson reported that she is editing the Emergency Procedures flip chart as changes are needed. The [document](#) is in Canvas for review.

**Minutes: Safety & Emergency Preparedness Committee**  
**Thursday, Feb. 10, 2022, 3:30 p.m. via Zoom**

- i. Chief Jackson and Mr. Grabryan discussed conducting either an Active Shooter or a Bomb Threat drill and integrating a Lion Alert test as the Tabletop Exercise scheduled for April.
  - j. After Dr. Becraft noted that the Pine Street traffic zone lights flash on weekends and holidays, possibly leading drivers to ignore them, the group discussed adding Pine Street safety issues to its work.
    - i. Dr. Cain said as part of both SEPC and the Town & Gown committee, he would be happy to share this committee's suggestions and concerns with Town & Gown.
    - ii. Dr. Greenway said this group could send a recommendation to EC that SEPC supports Town & Gown advocating for increased safety measures on Pine Street.
    - iii. Mr. Grabryan said he will mention these concerns to the City Engineer and Mayor Andy Betterton.
    - iv. Dr. Cain also shared the [Pine Street Traffic Study](#) with SEPC.
- IV. The meeting adjourned at 4:16 p.m.