

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

- I. Chief Les Jackson (chair) called the meeting to order at 3:30 p.m. Others in attendance included Dr. Eric Becraft, Aaron Benson, Sheena Burgreen, Cindy Conlon (vice chair), Minnette Ellis, George Grabryan, Dr. Kimberly Greenway, Tiffani Hill-Patterson, Ethan Humphres, Dr. Gary Padgett, Randall Phifer, Dr. Butler Cain (proxy for Dr. Chunsheng Zhang), and Angela Zwissler.
- II. The agenda for today and the minutes from the Feb. 10, 2022, meeting were approved by acclamation.
- III. Business
 - a. [2021-2022 Progress chart](#) – Ms. Zwissler noted that, with the completion of the Emergency Manual review, SEPC is now at 44 percent on its 2021-2022 goals.
 - b. SEP Health & Safety manual – The Permit-Required Confined Space Policy is currently being revised.
 - c. Fire Drill Schedule – Chief Jackson reported that after checking with Facilities, Ms. Zwissler, and the Florence Fire Department, Building Coordinators will be given three possible dates, but they will not be told the actual day. UPD Sgt. Ken Richey will conduct the drills, which are to be completed by March 25.
 - d. After a motion by Ms. Conlon and a second by Mr. Benson, the Storm Shelter emergency protocols [document](#) was approved by SEPC and will be added as an appendix to the Emergency Manual.
 - e. Chief Jackson and Mr. Phifer will meet next week to discuss parking lot cameras.
 - f. Feedback on street-crossing incidents at Pine Street ([Traffic study](#)) and North Wood Avenue will be sought from student groups and the broader community. SEPC could then send this input and a recommendation to EC and SGEC that there be an educational program related to these incidents. Dr. Greenway, Chief Jackson, and Ms. Hill-Patterson will determine which groups to survey.
 - g. Tabletop Exercise was rescheduled to April 7 at 3:30 p.m. due to a conflict with Florence EMA and Mr. Grabryan. The exercise will be based off real-world events and will take place at East Campus.
 - h. Dr. Greenway introduced Dean of Students Minnette Ellis to the group.
- IV. The meeting adjourned at 3:48 p.m.