

**Minutes: Safety & Emergency Preparedness Committee**  
**Wednesday, Sept. 14, 2022, 3 p.m., GUC 200**

- I. Cindy Conlon (chair) called the meeting to order at 3 p.m. Others in attendance included Dr. Eric Becraft, Aaron Benson, Sheena Burgreen, Rebekah Callahan, Minnette Ellis, George Grabryan, Tiffani Hill-Patterson, Ethan Humphres, Chief Les Jackson, Dr. Humayun Kabir, Dr. Gary Padgett, Randall Phifer, Jennifer Sutton, Dr. KC White, and Angela Zwissler.
- II. After a motion from Dr. Padgett and a second by Chief Jackson, the group approved the agenda.
- III. The minutes from [March 10, 2022](#), meeting were approved by acclamation.
- IV. Ms. Conlon gave an overview of the committee charge listed below and how each piece relates to the work of the committee.
- V. Dr. Eric Becraft volunteered for the position of Vice Chair and was unanimously approved.
- VI. The committee discussed Pine Street and offered suggestions for improving pedestrian safety. Ms. Conlon and Chief Jackson will meet with city officials to ask them to consider some of these suggestions, such as an additional traffic light, crosswalks, speed zone lights, radar signs, and speed bumps on Pine Street.
- VII. Chief Jackson reviewed the bomb threat incident at the Art building over the summer. Mr. Benson reported that several faculty members asked why people in an adjacent building were not notified. Chief Jackson stated that this would be a good time to review the protocol and update it if necessary.
- VIII. Dr. White noted that only four people have access to send Lion Alert notifications. She would like more people to have authority to send emergency alerts.
  - a. The committee agreed that sending a test each semester would be good practice.
  - b. SEPC also discussed researching a new system; Mr. Grabryan noted that Florence-Lauderdale EMA uses Everbridge for emergency notifications.
  - c. The group also discussed whether campus should be notified when a suspect mentioned in a previous Lion Alert has been apprehended, and who should authorize and send that communication.
- IX. Ms. Conlon gave an overview of annual tasks that the committee is responsible for.
  - a. Fire drills will be scheduled for fall and spring semesters.
  - b. The Emergency Procedures flip chart and [online version](#) were reviewed last year.
  - c. The UNA Emergency Manual was revised and updated last year.
  - d. The [Building Coordinator program](#) will be reviewed and Building Coordinators for each University building are posted on the [Facilities website](#).
  - e. The [Health & Safety Manual](#) was updated last year.

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- X. Mr. Humphres reported that the Bluelight phone app is up for renewal in 2023. He would like SEPC to review the app's usefulness and utilization and make a recommendation on whether to keep it.
- XI. Mr. Humphres noted that elevators will be inspected in March and April, so he would like the committee to do walk-throughs in August and December to test them and check that the emergency phones are operational.
- XII. There being no further business, Mr. Benson made a motion to adjourn, Dr. Padgett seconded, and the group adjourned at 4 p.m.