

**Minutes: Safety & Emergency Preparedness Committee  
Wednesday, March 7, 2023, 3 p.m., GUC Banquet Hall B**

Attendees:	Dr. Eric Becraft	Dr. Humayun Kabir
	Mr. Aaron Benson	Dr. Gary Padgett
	Dr. Butler Cain	Mr. Randall Phifer
	Ms. Cindy Conlon	Dr. Sayeed Shohag
	Mr. George Grabryan	Ms. Jennifer Sutton
	Mr. Ethan Humphres	Dr. K.C. White
	Mr. Les Jackson	Ms. Angela Zwissler

- I. Chair Cindy Conlon called the meeting to order at 3:00 p.m. The meeting minutes from February were approved by acclamation.
- II. A motion by Dr. Padgett and seconded by Mr. Benson was given to approve the agenda as read by Ms. Conlon, with an action item to reschedule the overview on emergency phone services with the Department of Homeland Security due to a campus internet outage. (The overview on emergency phone services was rescheduled to March 20, 2023, and took place over Teams.)
- III. Ms. Zwissler gave an overview of a proposal to have HR include an emergency procedures video with onboarding materials. Discussion included creating a YouTube channel to house similar videos as well as a possible FYE class on emergency procedures.
- IV. Mr. Phifer gave an overview of the list of security cameras across campus that need to be replaced now or in the near future. The group discussed costs, creating a replacement plan, a funding model, and existing infrastructure.
  - a. Action item: Chief Jackson, Mr. Andre Barnes, and Executive Council will offer input on prioritizing the list of security cameras. The group will then work on finding funding for the replacements.
- V. Ms. Conlon, Chief Jackson, and Dr. White will set a list of participants needed for the Tabletop Exercise then Mr. Grabryan and Chief Jackson will work on creating a scenario.
  - a. The exercise will likely take place during the already scheduled SEPC meeting on April 11 at 3 p.m. with the location moved to East Campus.
- VI. Mr. Benson said that during the recent storms and the move to the Hy-Flex model, many faculty members had questions on what they were supposed to do. The committee discussed Lion Alert notifications, who has responsibility for making the call to stay home or come to work, .
- I. Ms. Zwissler made a motion to adjourn. Mr. Phifer provided a second and the meeting was adjourned at 3:57 p.m.

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