

**Safety & Emergency Preparedness Committee**  
Minutes of the Meeting of October 16, 2013  
Stone Lodge

The Safety & Emergency Preparedness Committee (SEP) met on October 16, 2013 on the upper level of the Stone Lodge. The following members were present: Dr. Lisa Ann Blankinship, Dr. Kyrel Buchanan, Mr. Kevin Jacques, Mr. Alan Kinkead, Mr. Terry Pace, Chief Bob Pastula, Mr. Randall Phifer, Dr. Vicki Pierce, Dr. Chong Qiu, and Mr. David Shields.

**Call to Order**

Dr. Kimberly Greenway, committee chair, called the meeting to order at approximately 1:05 p.m. There was a quorum present.

**Approval of Agenda and Minutes**

The agenda and minutes from the September 12, 2013 meeting were approved by consensus.

**Old Business**

- a. Election of Vice Chair – Dr. Blankinship was nominated for the position by Chief Pastula. Dr. Pierce moved to close the nominations. Dr. Blankinship was elected to the position by acclamation.
- b. Committee Restructure – Chair Greenway forwarded the recommendation from committee members to the Shared Governance Executive Committee (SGEC) to restructure the committee so that a quorum can be met. She also forwarded a request that the SGEC consider the charge of the committee and the need for feedback on recommendations forwarded from the committee.
- c. Update on Blue Emergency Poles – Chief Pastula reported that the blue poles are not being used for emergency situations – most of the calls are about flat tires, cars that won't start, etc. There are also compatibility issues with the phones on the poles and the VOIP system. He would eventually like to fit the poles with sirens and lights for emergency notifications to campus. There is no money available to move forward.
- d. Status of Electronic Signs on Perimeter of Campus to Alert Commuters – Chief Pastula reported that he has not addressed this issue; however, he is working with Jerome Gafford in the College of Business to implement an early warning system through television monitors mounted within campus buildings, as funds become available.

**New Business**

- a. Safety and Emergency Plans and Policies Review – Dr. Greenway will email the safety and emergency plans and policies, as well as recommendations forwarded by this committee in years past, for members to review. A suggestion was made for this committee to develop a strategic plan for the safety and emergency preparedness of the campus. Chief Pastula will share the plans that he and Campus Safety Officer, Mike Thompson, are working on at the next meeting.
- b. Training Plan for Faculty and Staff – the committee discussed developing a plan to train faculty and staff on emergency procedures. Chief Pastula forwarded an instructional video for responding to an active shooter incident to all employees. It is also posted on the UNA Police website.

**Announcements**

- Next Meeting – November 20, 2013, 1 p.m., Stone Lodge (upper level)

**Adjourn**

The meeting adjourned at approximately 1:40 p.m.