

Safety & Emergency Preparedness Committee
Minutes of the Meeting of November 20, 2013
Stone Lodge

The Safety & Emergency Preparedness Committee (SEP) met on November 20, 2013 on the upper level of the Stone Lodge. The following members were present: Dr. Lisa Ann Blankinship, Dr. Kyrel Buchanan, Ms. Cindy Conlon, Mr. Michael Gautney, Mr. Kevin Jacques, Mr. Alan Kinkead, Mr. Randall Phifer, Dr. Vicki Pierce, Mr. Stephen Putman, Dr. Chong Qiu, Mr. David Shields, Mr. Mike Thompson, and Ms. Catherine White.

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 October 16, 2013 meeting were approved by consensus.

Old Business

- a. Committee Restructure – In October, Chair Greenway forwarded a 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. No feedback as of this date.
- b. Safety & Emergency Plans and Policies Review – Chief Pastula is working on this project to make sure all policies are consistent.
- c. Update on items Chief Pastula and Mike Thompson are working on – still in progress

New Business

- a. Panic Button System Upgrade – Randall Phifer informed the committee that IT has upgraded the server that houses this system and that a new version is available that will change the icon to a keystroke.

Announcements

- Next Meeting – January 15, 2014, 1 p.m., Stone Lodge (upper level) **cancelled**

Adjourn

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