

Safety & Emergency Preparedness Committee
Minutes of the Meeting of February 15, 2017
GUC 207

The Safety & Emergency Preparedness Committee (SEP) met February 15, 2017, in the Student Affairs Conference Room (GUC 207). The following members were present: Ms. Cindy Conlon, Ms. Teresa Dawson, Mr. Michael Gautney, Dr. Kevin Jacques, Mr. Randall Phifer, Mr. Stephen Putman, VP David Shields, Mr. Mike Thompson, and Dr. Ping Zhao.

Call to Order

Chief Gillilan, committee chair, called the meeting to order at approximately 2 p.m. A quorum was present.

Approval of Agenda and Minutes

The agenda and the October 24, 2016, minutes were approved by acclamation.

Old Business

- a. Building Coordinators and Floor Leaders List – Chief Gillilan is working on a job description for these voluntary positions.
- b. AEDs in Buildings – funding needs to be determined for these devices to be placed in strategic locations of campus. Chief Gillilan and Mr. Thompson are putting together a priority list of locations for the AEDs to forward through VP Shields. Mr. Thompson will also check with the people who maintain the campus fire extinguishers to see if they would also perform the necessary checks on the AEDs.

New Business

- a. Emergency Response Plan – Chief Gillilan is developing a Business Continuity Plan based on other institutions and will share it with the committee when it is finalized.
- b. Stanley Security Solutions – this company has invited UNA to visit their facility to look at available products.
- c. Siren Options – Dr. Zurinsky was not available to discuss the option that she found. To date, the objective of delivering messages to PCs has been accomplished through the Lynx Emergency Alert Notification System using an icon. The next goal is to implement an outdoor public address system. Chief is working to get the carillon messaging ready. IT will look into the possibility of finding a PA system through Lynx. The final objective will be to develop a system for campus TVs.

Announcements

The next meeting will be scheduled through email.

Adjourn

The meeting adjourned at approximately 3:00 p.m.

Submitted by,

Kelly Ford
Committee Recorder