

Safety & Emergency Preparedness Committee
Minutes of the Meeting of April 26, 2017
GUC 207

The Safety & Emergency Preparedness Committee (SEP) met April 26, 2017, in the Student Affairs Conference Room (GUC 207). The following members were present: Ms. Teresa Dawson, Mr. Michael Gautney, Dr. Kevin Jacques, Dr. Donna Lefort, Mr. Randall Phifer, Mr. Stephen Putman, VP David Shields, and Ms. Angela Zwissler. Ms. Susan Breer, Director of UNA Dining Services, was also present.

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 February 15, 2017, minutes were approved by acclamation.

Old Business

- a. Building Coordinators and Floor Leaders List – no report.
- b. AEDs in Buildings – Ms. Zwissler has obtained information about leasing defibrillators.
- c. Emergency Response Plan – no report.
- d. Implementation of Lockdown Devices – Chief Gillilan has received 100+ devices. A determination of what rooms need the devices needs to be developed.
- e. PA System
 - Carillon System Alert Tones – the tones have been programmed and Chief Gillilan has a remote in his office that he can use to deploy the alert.
 - Lynx Emergency Notification System – this system has been installed on campus PCs and is ready for operation. Macs do not support the program.
- f. UNA App (IMade Apps) – this was an idea suggested by a graduate assistant that could potentially list emergency response information. The committee may consider it in the future.
- g. Life Scan Fingerprinting – Chief Gillilan reported that his department has been approached about assuming this responsibility by an outside vendor. Vendor has not followed up.

New Business – none.

Announcements

Adjourn

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

Submitted by,

Kelly Ford
Committee Recorder