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**UNC Pembroke Campus Health and Safety Committee Meeting**

**Minutes**

Tuesday, November 7, 2023, 1:00 pm

**Present**: Christopher Scott, Craiganna Ellis, Ed Wittenberg, Shelia Hardee, Crystal Moore, Mike Parnell, Mark Vesely, Carolyn Oxendine, Kevin Swift, Jennifer Jones Locklear, Steven Singletary, Vanessa Hawes, Aspen Anderson, Abigail Reiter, Gary Tremblay, Abdul Ghaffar, Phillip Bullard

* *Chris Scott called the meeting to order: 1:00 pm*
* *Introduction and welcome of new members*
* **Old Business: Christopher Scott**
* *Chemical Hygiene Plan update – Lab Safety Committee*
	+ Nail Length – Dean/Chair
* *15 Passenger Van Policy*
	+ Currently being written
	+ Have to pass a test to be a driver (written test and driving test)
* *2023 Fire Marshal Inspection – September*
	+ Waiting on Official Report
* *Housing & Residence Life – 18 work orders submitted / 5 completed*
* *Departmental – 15 work orders submitted – reviewing.*
* *Facilities – 40 work orders submitted / 24 completed*
* **New Business: Committee Members**
* *Campus bicycle labeling project (Scooters)*
* Issues with bicycles left all around campus, not in bike racks. Attached to hand rails and in front of ADA access ramps.
* Electric scooters being taken inside buildings.
* ***Campus Police Report:* Craiganna Ellis per Major Johnson**
* Department participating in the SGA campus safety walk on Thursday, 11/16/23 (Along with EHS, Facilities, and Student Affairs)
* Working with DoIT and other departments to create a Listserv and a flag/hold in systems to notify users of a person banned from campus.
* Officers will be assisting UNCG with the BOG meetings next week.
* Lt. Derrick Locklear and Sgt. Reggle Strickland were recognized in October with Honorable Mention awards by the UNC Police Chief’s Association for their leadership in directing police operations during the bomb threat on the UNCP campus in October 2022. They will also be recognized on 11/16/23 at the BOG full board meeting.
* Officers Daniel Dimery and Johnny Walker will be awarded their Advanced Law Enforcement Certification by the NC Criminal Justice Standards Commission on 11/17/23 in Raleigh, NC.
	+ Officer John Brayboy and Willie Dial received their Advanced Law Certifications in August 2023
* Department’s Active Threat (Shooter) in house exercise:
	+ Set for Monday, 12/18/23
* Department’s Active Shooter Response tabletop exercise with outside agencies:
	+ Will be in December 2023
	+ Exact date TBD
* Continuing to offer ALICE active shooter response training to campus.
* Continuing to promote the Live Safe app to all students, faculty, and staff.
* **SHS Update: Dr. Crystal Moore**
	+ Hep B vaccines for employees are almost caught up.
		- From over 100 employees down to about 7 or so.
	+ COVID 19 – No updates (No longer tracking)
	+ Flu – no cases reported on students
	+ Winter Covid & Flu Vaccinations (First week of December)
* **Accident Reporting/Workers Compensation: Sheila Hardee**
	+ No updates on reports since last meeting
	+ Discussed Reporting Accidents
	+ If you witness an accident, please submit a witness report so there will be details of the accident and what happened.
* **Environmental Health and Safety Report: Christopher Scott**
	+ Incident Investigations – YTD – 35
		- 4 students, 28 employees, 3 visitors, 0 contractors,
		- 13 Recordable
	+ Inspections –YTD – Jones PE, Dial Building, D.F. Lowry, Oxendine Admin Building, Locklear Hall, Thomas Hub, Oxendine Science, Hickory Hall North, Hickory Hall, Weinstein Health Science, Pinchbeck, Dogwood Building, ROTC Building
	+ Tabletop UC – EH&S/Campus Police
	+ Live Safe App – Currently up to 4788 users.
* **General Updates – Committee Members:**
* **Kevin Swift (Mass Comm)**
* Asked if there were further plans to fix/replace sidewalks that are uneven and no longer level
* **Mark Vesley** – stated they have a Spring & Summer Project in the works and are looking at doing some grinding and/or complete replacement.
* **Aspen Anderson**
	+ SGA Campus Safety Walk – will go around campus with campus police, EHS, and others invited to check on lighting, sidewalks, call buttons, and other safety issues being reported by students.
	+ **Mark Vesely** – stated they are trying to transition School Dude so that students can put in work orders that are not considered a housing issue. (Students reporting lighting issues, water filters, etc.
	+ **Vanessa Hawes** – stated you can use the LiveSafe App to report these issues as well.
* Christopher Scott ended meeting: 1:34 pm
* Minutes recorded by Craiganna Ellis