

**UNIVERSITY SAFETY AND SECURITY COMMITTEE
MINUTES
December 3, 2009**

Members Present: Lorraine Alexander, Mary Crabtree (for Carolyn Elfland), Mary Beth Koza, , Jeff McCracken, Matt Brody (for Brenda Malone), Richard Mann, John Olsen, Christopher Payne, Mike Rolleri, Mary Sechriest, Bruce Runberg

Members Absent: Tony Waldrop, Leslie Marson, Robert Adams, Steve Kenny, Gene Scarborough

Guests: Jim Porto, Pat Boone (for Cindy Taylor), Deb Howard, Gary Shaver

1. H1N1 Update

Mary Beth Koza provided an updated on the H1N1 flu clinics for priority groups per the CDC guidelines. Approximately 5,000 doses have been administered either by injection or nasal. The clinics are scheduled through the month of December and will continue in January. Richard Mann asked about the strategy for notification of vaccine availability. Mary Beth Koza reported that notifications are posted on Alert Carolina along with email notification to both employees and students. Additionally, an article has been placed in the Daily Tar Heel stressing the flu clinics to students. Mary Beth Koza also reported that flu clinics will be open to everyone once the County makes the release.

2. Confine Space Policy and Program

Gary Shaver presented the Confine Space Policy and Program. He stated that the policy was reviewed and additions were made to the program to include the following: 1) Program Accountability, 2) Emphasis on Recordkeeping, 3) Detailed instruction on entry and entry equipment used, and 4) Comprehensive permit. Richard Mann called for a vote and the committee approved.

3. UNC-CH Emergency Response Table Top

Jeff McCracken provided the committee with an update regarding the University's response to Bowles Campus Safety Initiative. A table top drill and full scale drill are pending for the University. The purpose of these drills is to take the opportunity to improve campus response in the event of an emergency. Specifically, there will be a review of emergency publications and warning along with overall on-site incident management.

4. Hazard Mitigation Plan

Jim Porto (Director of Executive Programs, Health Policy and Management) presented the draft results of UNC's Hazard Mitigation Plan. This plan assessed vulnerability of natural hazards to the campus and developed decision making policy to protect life, safety, and property. Parameters were established on hazard probability for the structure itself, the internal infrastructure, and practices/policy currently used on campus. After the information was gathered an engineer evaluation was completed to incorporate hazard resilience principles into UNC's planning. Further action is pending once the plan is published. Mary Beth Koza will disseminate this information to the committee once it becomes available.

There being no further business, the meeting was adjourned.