

**UNIVERSITY SAFETY AND SECURITY COMMITTEE  
MINUTES  
December 4, 2014**

Members Present: Bruce Runberg, Lorraine Alexander, Mary Beth Koza, Craig Fletcher, Jeff McCracken, Christopher Payne, David Kaufman, Jennifer Rees, Michael Rolleri, Doug Cyr, Paul Pogge, Gena Carter

Members Absent: Meredith Weiss, Beverly Errede, Cindy Taylor, Judy Faubert

Guests: Mary Crabtree, Cathy Brennan, Billy Mitchell, Kitty Lynn, Adam Swift, Tommy Simmons

**1. Fire Safety Annual Report**

Billy Mitchell provided a brief overview of the special activities, such as pyrotechnic use, that Fire Safety manages. Adam Swift discussed the procedures for Fire Extinguisher and Fire Alarm Testing. Kitty Lynn discussed Campus Fire Education, Emergency Coordinators, FEMA Prevention and Safety Award, and Emergency Response. Tommy Simmons presented information regarding the Chapel Hill False Alarms Ordinance and breakdown of types of calls on campus. Christopher Payne commented that RAs are trained that all alarms are responded to.

**2. 2014 Communicable Disease Response Group**

Mary Beth Koza presented the Communicable Disease Response Team breakdown and members. The Team is responsible for quickly disseminating educational information and/or procedures for diseases such as Ebola. This is a fluid process which requires coordination with the University's registry of international travel. The communication tools used are Alert Carolina System, University Web sites, Email, along with Posters/Handouts.

**3. Safe Science and NIH Biosafety Stewardship Month**

Mary Beth Koza discussed the Safe Science initiatives taken at UNC to facilitate health and safety. For the Biosafety Stewardship, a campus wide freezer survey was conducted for approximately 1300 freezers. Fifty percent of the campus community responded immediately after the first notification was sent. IBC would like to cultivate stewardship by increasing frequency of safety training. Mary Beth Koza motions to require BSL2 training every three years, David Kaufman seconds the motion. Committee unanimously votes to approve.

**4. Homeland Security Visit**

Cathy Brennan discussed the federal requirements for Chemical Facility Anti-Terrorism Standards (CFATS) and their recent compliance assistance visit. She noted that the Department of Homeland Security (DHS) has authority to inspect facilities for compliance and impose civil penalties up to \$25,000 per day along with the ability to shut down a facility that fails to comply with the regulations.

**5. Yik Yak Incident**

Jeff McCracken updated the committee on the recent Yik Yak incident which involved a bomb scare posted on social media. The identity of the responsible party was made and charged accordingly. He stated that continuous improvement is needed in regards to response of social media. Primarily how to get in front of social media events in order to alert campus community effectively.

**6. Emergency Response Working Group**

Jeff McCracken discussed the action items of the Emergency Response Working group. Some of the action items include: 1) Upgrade of the technology at South Building for the Executive Committee; 2) Continuous maintenance of technology at the other EOC locations; 3) Upgrade of Emergency Radios; 4) Installation of parameter surveillance system; 4) Continued education of emergency response members. Comments for these actions items are due by January 15, 20-15.

There being no further business, the meeting was adjourned.