

**Strategic Risk Team**

**MEETING MINUTES November 28, 2023**

**Strategic Risk Team - MEMBER ATTENDANCE: = present X = absent**

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| **Chief Connolly**Police Department | **✓** | **Welch, Lori**Director, Risk Management | **✓** | **Rath, Thomas**Campus Director, Charlotte & Hendry Glades | **✓** | **Harvey, George**Interim Campus Director, Collier | **X** |  |
| **Slisher, Jessica**Professor, Biology  | **✓** | **Cabral, Krissy**Professor, Crime Scene/Criminal Justice | **✓** | **Snyder, Angie**HR Manager, Employee Relations/Title IX Coordinator/Equity Officer | **X** | **Evans, Amber**Construction Manager/Building Official | **✓** |  |
| **De Valk, Jill**Risk & Records Management | **✓** | **Mears, Michael**Student Engagement and Care Services Coordinator | **✓** |  |  |  |  |  |
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| **A. MEETING CALLED TO ORDER: November 28, 2023 1:00 PM Zoom**  |  |
|  **B. OLD BUSINESS**1. **Chemical Plan** – Dr. McClinton and Dr. Doeble approved the placement of the chemical plan onto the School of Pure and Applied Science and Risk Management websites. Professor Cabral volunteered to check the SoPAS website to see if the plan had been uploaded to the website and if not, to submit a ticket to Information Technology to upload the chemical plan. The plan is already included on the Risk Management website.
2. **Workplan Development –** Simple workplan of actionable items that the Strategic Risk Team can take care of.
3. After dark parking lot escorts for everyone on campus including faculty, staff and students. The Chief’s team already provides safety escorts by utility vehicles to and from buildings, and to and from people’s vehicles. The Chief has been an advocate of providing escorts since he has been here. Those interested in an escort should call their campus police to request assistance. The phone numbers for each campus are listed on the Campus Police website.

Advertisement is needed so that all faculty, staff, and students know that safety escorts are available. Suggestions included strategically placing portrait decals on doors where one can scan the QR code to directly link to the campus police phones. Michael Mears suggested reaching out to Student Government to assist in getting the word out. Amber Evans volunteered to work with US Sign and Mill to create a mock up and quote to include a QR code, phone numbers, and websites. Chief Connolly suggested to use the police patch on the sign. Data from computer aided dispatch is kept in the system for reporting. Dr. Rath suggested contacting Dr. Bilsky and Dr. McClinton to inform full-time and adjunct faculty members regarding the availability of safety escorts.Dr. Rath mentioned that the Charlotte Campus experienced lighting issues near buildings G, E and the Observatory. These issues were due to underground wiring which have been repaired. He stated that the Campus Police did a great job assisting people to the buildings and their vehicles after class at night. He was wondering, at the concern of safety for faculty, staff and students, if the campus could have temporary lighting at the ready to fill in the gap of lighting issues in the time between the issue and when the repairs are being completed. Amber suggested talking to Mathew Mason and Fred Bratt of Facilities to discuss securing telescope lights for Charlotte. She explained that Auxiliary Services currently purchased telescope lights at BB Mann until the permanent lights are installed.1. Building Leaders – We’re still in the phase of figuring building leaders due to the employee turnover. In the middle of December, the Critical Incident Plan committee members will designate which buildings will have leaders.
2. Trauma Kits – Every classroom includes a trauma kit in the podium. The kits are inventoried every three months and they are constantly replacing supplies due to theft. A discussion ensued whether adding a sign stating “Property of FSW” with the trauma kit would help to alleviate this problem. Tommy Mann, Sr. Director, Health Professions Administration and Simulation Education, is working on a training video for participants to learn how to use the kit. Trauma kits are being purchased for departments such as Registration, Advising, and Financial Aid and in locations to shelter in place.

 **C. NEW BUSINESS**1. Risk Management will be reissuing the Risk Survey in the middle of January. The original survey was  Implemented prior to Hurricane Ian. The 2024 survey will be compared to the 2022 survey. 2. Campus Police, IT, Kevin Johanson, and Lori will assist with the surveillance camera evaluation. There  are power feed issues in parking lots so the cameras should be placed on the building exteriors instead of  on parking lot light poles. Amber will check if the cameras are low voltage or not.1. Additional workplan ideas include installing pedestrian lighting in the crosswalk area between Light House Commons and the Collegiate High School. This area has a lot of foot traffic back and forth according to campus police officers. Solar powered pedestrian crosswalks with light strips like the ones at UTC Mall in Sarasota were suggested. Another suggestion was stop signs that light up when the pathway lights up. Amber stated that we currently don’t have any signage that is solar but this would be a great option if we can find a reliable vendor. Please send Amber vendors that provide the options mentioned previously. They may be able to add to the scope of the BB Mann/parking lot 4 project and have electrical engineers survey the crosswalk areas.
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|  **ADJOURNMENT:** 3:00 pm **NEXT MEETING DATE: Spring 2024** |

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|  **RECORDER: Jill De Valk** |  |