

Strategic Risk Team**MEETING MINUTES** **May 15, 2024****Strategic Risk Team - MEMBER ATTENDANCE:** ✓ = present X = absent

Chief Connolly Police Department	✓	Welch, Lori Director, Risk Management	✓	Rath, Thomas Campus Director, Charlotte & Hendry Glades	✓	Harvey, George Campus Director, Collier	✓
Slisher, Jessica Professor, Biology	X	Cabral, Krissy Professor, Crime Scene/Criminal Justice	X	Snyder, Angie HR Manager, Employee Relations/Title IX Coordinator/Equity Officer	✓	Evans, Amber Construction Manager/Building Official	✓
De Valk, Jill Risk & Records Management	✓	Mears, Michael Student Engagement and Care Services Coordinator	X				

A. MEETING CALLED TO ORDER: February 1, 2024 1:00 PM Zoom

Motion to approve the February 1, 2024 meeting minutes was seconded. February 1, 2024 meeting minutes were approved.

B. OLD BUSINESS

1. **Workplan Development** – Simple workplan of actionable items that the Strategic Risk Team can take care of.
 - a. **Crosswalks:** The initiative for the three crosswalks has been submitted for the 2024-25 fiscal year. The proposed pedestrian crosswalks include two near Lighthouse Commons and the Collegiate High School and one for the Arena/BB Mann crosswalk.
 - b. **Decals:** The two-sided building decals have been created that advertise the FSW Police Department’s availability to escort faculty, staff and students. They also include a QR code with the campus police’s phone number and “See Something, Say Something” instructions. Lori submitted a facilities workorder to install the decals to every building. Amber will follow up with Facilities regarding the installation.
 - c. **Surveillance cameras:** The initiative for additional surveillance cameras was also submitted for the 2024-25 fiscal year. This investment is quite expensive but can potentially mitigate risk and avoid future incidents.

Dr. Harvey inquired about the signs for Collier. Lori will follow up to find out about the signs that were ordered from U.S. Sign and Mill for Collier.

d. **Risk Survey Results:** The 2024 survey questions were nearly identical to the Fall 2022 survey for comparison purposes. The survey yielded interesting results with knowledge increasing regarding certain areas.

Dr. Rath volunteered to review the results, comment, and summarize:

- The sample size of 265 completed surveys was a good breadth of the campuses.
- Next survey, need to eliminate nomenclature such as Student Affairs to Student Life and streamline other departments that have been reclassified and renamed.
- Encourage more areas to respond such as Athletics. Charlotte Campus had a disproportionately higher rate of response than other campuses.
- 80% response for workplace health and safety training question. Active shooter and personal safety training were mentioned as training needed. Chief Connolly commented that the Campus Police have an active shooter training in process and will be starting shelter in place and evacuation training scenarios soon. Dr. Rath suggested creating the question to be answered on a Likert Scale, to ask "To what degree..." and to use "I" instead of everyone.
- 68% responded to knowing where to find the safety training.
- 76% response that there is regular communication between employees and management about safety issues. Of the 24% who disagreed, 82% said that there should be monthly or twice a year communication about safety issues.
- 25% responded that they would like more safety training in their department. Information could be disaggregated to identify the areas who want more training.
- 61% knew how to report worker's compensation. Need to communicate to the other 39% who do not know.
- 99% of respondents would report a workplace hazard.
- Question asking for 2 suggestions had repeat responses including lighting and after dark in parking lots and active shooter training all which have been addressed and solutions in process. Suggestion to send out a message after we find out about the 2024-25 budget and state that "We heard you, we are already addressing crosswalks, cameras, etc."

Chief Connolly commented that all Library responses have been resolved with Dr. Hodges. FSW Officers still walk the campuses and visit buildings but they can't be everywhere at the same time.

Workplace safety training is located in the Compliance Training Canvas shell with Human Resources and Information Technology. Overall, the results were an improvement over the 2022 Risk Survey.

e. Amber commented that parking light lot improvements including temporary lighting, repaving and sealing will be completed in July. Parking lots include the following: 18, 19, 13, 12 and 4.

C. NEW BUSINESS

1. Please email Lori if you are not available to be a member of the Strategic Risk Team for 2024-25.
2. Please email Lori if you have any ideas for new initiatives.

ADJOURNMENT: 2:00 pm

NEXT MEETING DATE: Fall 2024

RECORDER: Jill De Valk