

UNIVERSITY SAFETY COUNCIL  
January 5, 2016  
122 Roan Mountain, Plemmons Student Union

PRESENT: Mark Bachmeier, J. J. Brown, Tandra Carter, Dayton Cole, Gunther Doerr, Sue Edwards, Steve Hageman, David Hayler, Troy Heustess, Bindu Jayne, Barb Krause, Greg Lovins, Martha Marking, Jason Marshburn, Amy Page, Alan Rasmussen, Carson Rich, Brad Vest, Cindy Wallace, Charlie Wallin, and Jim Webb

Cindy welcomed everyone to the first meeting of the year, and asked if there are any changes to the minutes. Cindy stated that the minutes reflect the important work that Sue, Mark and Tandra have done on the issue of faculty and staff support.

MINUTES: One notation was offered to add Barb Krause as present at the December 2015 meeting of the Council. With no other changes noted, the minutes of the December 2015 University Safety Council Meeting were approved.

Cindy also noted the importance of the information that Greg Bell presented at the December meeting regarding hazardous waste.

Cindy recognized Bill McGowan who is the new Clery Compliance Coordinator, and welcomed him. Gunther Doerr proposed that Bill become a standing member of the Council.

Cindy stated that she and Greg will push forward agenda item 3, addition to the Safety Council Goals to require emergency contact phone numbers and addresses for students and employees for emergency notifications on campus.

UNC CAMPUS SECURITY COMMITTEE UPDATE: Cindy stated that the Safety Initiative was critically important to Tom Ross, particularly in light of his background as an attorney, judge, and oversight of a campus and the UNC system. We are unsure at this time of where Margaret Spelling is on this issue, but J. J. and Barb will be representing our campus on a 30-35 member inclusive team from campuses and different departments (includes

communication and PR teams) within the system. J. J. has been asked to be Vice Chair of this group, and in January they will begin to meet and organize for the year.

J. J. stated that Paul Cousins, Student Conduct/Dean of Students at NC State will serve as Chair of this committee. J. J. spent time at General Administration after commencement in December to talk about how to jump start the team and follow up on the original Task Force Report from 2013. Of the 36 recommendations in that report, one recommendation was to establish this committee for which he will serve as Vice Chair. The committee will meet towards the end of January to prioritize these recommendations, particularly those involving a system-wide sexual harassment policy and policy on reporting. A reporting system to the Trustees about where all these goals/recommendations intersect with the Safety Fee and Title IX investigative manual is very important, along with the emphasis on the training needed. Gunther asked about whether or not the reporting would be for the academic year or calendar year. J. J. stated that this has not been determined and that it would depend on what is best for reporting to the Board of Governors.

Cindy stated that another concept that the committee might consider looking at is on guidance for shared services. Some of the larger campuses are allotted a full time Investigator position and smaller campuses might not be in need of a full time position. Greg stated that for now we have not been effected with the concept of shared services and this concept has only involved smaller campuses.

IVC UPDATE – Amy shared that there was no meeting of the IVC during December. She stated that once the Cabinet votes on the Work Place Violence Policy the team will put those initiatives in the on-line training model for faculty and staff. She will also be wrapping up the Climate Survey data and will present that information to the Safety Council in February.

EMERGENCY OPERATIONS PLAN FOR CAMPUS – Jason reported that this plan has been in existence but has not been updated since 2013 and now is the time to get this updated. The general outline of the new plan was distributed in a handout (attached to minutes) and the main purpose of the plan is to be all inclusive for campus. The plan is not developed to dictate how to respond to emergency but to provide an objective, scalable plan to meet the needs of various crisis situations and large events. Jason informed that timeline wise, after discussion next week, the revised plan will be sent

to cabinet for final review and hopefully approved by the end of January. APPSTATE – ALERT TEST ON JANUARY 13 – Gunther stated that the test will be held on January 13 to ensure that students are here as well as all employees for this full blown test which includes email, text and siren. An update will be provided after this event.

UNIVERSITY POLICE CRIME STATS REVIEW – Gunther distributed a monthly update (handout attached) showing the November crime stats reported to the Police Department (this is not the full Clery Report because it does not include Student Conduct). For notable trends, Gunther stated that vandalism is up from last fall and drug and alcohol stats are down from previous years. Gunther stated that the DWI stats are influenced by staffing levels of police officers.

Cindy stated that we need to continue efforts in watching what is happening on our campus and other campuses regarding protests and to keep up with any trends that are noticed.

Carson asked if the Calls for Service stats are emergency calls and Gunther stated that these are calls for anything which requires action from the Police Department. Carson also asked for clarification of student vs non student and Gunther stated that non student could include a faculty member.

Barb asked whether there has been any conversation about any new weapons policies and Gunther stated that we are still following NC Law with no major changes he is aware of at this time other than a tweaked concealed carry law. This change reflects a new policy relative to having a permit for a weapon in a vehicle and the use of that weapon when confronted while in the vehicle, allowing that person to use the home defense criteria for a firearm.

Amy Page asked Gunther asked if NC Law says that an off duty police officer can have a weapon with them while attending class. Gunther stated that if it is an active officer they are allowed to carry that with them in class. After further discussion, there were questions about would this still apply if there are documented PTSD disclosures. Barb stated that she will be happy to discuss this situation with Amy after the meeting.

#### COMMITTEE REPORTS:

Early Intervention Team – Martha stated that they are working on the end of semester stats but that they had 343 referrals last semester which is 70

more than the previous semester and twice as many as a year ago. She already has 33 referrals this semester. J. J. asked about the impact of assistance from the Office of Student Success – has this helped the process, logistics, number of referrals, etc... Martha stated that it has helped with having a graduate student in the Office of Student Success answering phone calls 40 hours a week. If someone complains they haven't been able to get anyone, this is because they are calling "after hours." Martha said, however, that they are still seeing 60% or more of those referrals so scheduling has lightened the load but not a noticeable impact on the administration of the process. The positive is that more folks are aware of students and attendance concerns.

Martha also stated that Andrea Mitchell may be retiring and if so, she will need to find a staff person to work with the Early Alert team.

CARE Team – Alan reported that they acquired 79 cases in December which added to the final numbers for the Fall Semester of 619 cases. This is 45% more than last fall and since fall of 2012, 153% increase during fall semester. Alan stated that they now have access to a wealth of information through Maxient and it is safe to say that everything has increased in numbers. He explained that he and Sarah Buchanan have lived at the hospital for medical concerns but also for an increase in evaluations. He stated that they have been involved in more safety planning meetings due to these responses, along with more conversations with Alex to discuss using the data they have more strategically. To truly understand trends and not duplicate services, they need to be able to have more than one piece of the puzzle and need numbers from Health Services, Counseling and others. Cindy asked if they can identify a small subset to move towards this goal. Alan stated that they are discussing the need for a Data Summit, but not sure how they will be able to do this easily – especially with the interpersonal violence aspect.

Dayton asked Tandra if they have seen an increase and Tandra indicated yes, but not at the same level as those seen by the CARE team.

Charlies stated that maybe there is not really an increase but that folks are more aware because of others reaching out. In the past those incidences went unrecorded but support is now given in reporting these events.

Threat Assessment – Gunther reported that there have been 6 incidences with only 4 of those involving students; 2 others were involving folks not affiliated with Appalachian. During the year, there was one threat assessment which involved another family member of someone connected to the University; one e-mail threat, and one threat is still being monitored.

Emergency Management Task Force – Jason stated that a lot of campuses are having conversations relative to Hover Boards relative to the fire hazards. Carson asked if these would fall under the “2-wheel skateboard category?” Gunther replied that we comply with all Town ordinances. Cindy stated that we need to start having these conversations with the town and campus.

Safety and Health Committee – Charlie reported that they asked Greg Bell to do a paired down version for them on what he presented at the December meeting on hazardous waste, and they will be using this information to get lab techs and others on the same page to get rid of hazardous waste. His committee also honored Wanda Yates who is retiring and has been on the committee since it was founded in 1992.

Gunther announced that he will be hosting a Webinar in February on the Drone Syndrome and will invite folks to sit in to understand the liability risks.

Faculty/Staff Mediation Services – Mark thanked Sue for getting the right folks together prior to leaving in December to discuss recommendations to be made for employee/staff assistance and a mediation process. The team is now prepared to take recommendations to the Chancellor’s Cabinet on the 27<sup>th</sup> of this month. The recommendation includes signing on to the state contract for employee assistance through the State Call Center Model. The team feels like this is a good supplement to what Tandra’s office now does, giving folks 24 hour access and being cost effective. This will also ensure anonymity. The cost is \$25,000 annually. They opted not to make a recommendation for a structure service contract with Appalachian Regional because of the concerns about the capacity to meet our needs. We do not need redundant services, i.e. employee newsletters, which we can do on our own. Mark indicated a willingness to discuss a service-based relationship with the goal to get clinical behavior health assistance when needed, but without an expensive full service contract model. Mark stated they are still looking at options with a fee for service and maybe this will provide enough data to see if a larger contract would be warranted in the future.

Mark further explained that the Mediation Program discussion still provides positive response to the concept. They are not discussing an alternative to the legal processes already in place. Those formal legal processes would not change but the intent is to provide a structure for a relationship based/conflict management model in less than ideal work place relationships – providing help when things cannot be worked out on their own. They have developed a list of 7-8 mediation certified employees on campus and are now looking for the financial support needed to support this program. They will be discussing the financial need at the Chancellor's Cabinet this month.

Adverse Weather Policy Change – Mark also announced that in January, new adverse weather policies have been implemented by the State of NC HR Commission, approved at their November meeting. Mark stated that these were put into effect on Saturday but have not officially been posted. The new policies replace the policies created last year when Emergency and Adverse Weather became 2 separate policies. We now have a policy that puts emergency and weather back in a single policy in an effort to further separate universities from these rules giving Chancellors and General Administration managers more discretion in managing these events. Before we had to be under an active severe weather advisory, but now can actually drive around and see if it is bad enough outside to take action. There are now 3 levels of activation (1) conditions are bad, use your own discretion about leaving work, but leave applies; (2) conditions are bad and we are suspending mandatory operations but you will have to use leave if not at work; (3) conditions are bad, closing, stay at home and we apply emergency leave. Because of the timeline, universities have been given the go to implement as reasonably as possible.

#### IMMEDIATE ACTIONS NEEDED:

Cindy stated that because we will have students on campus during times when the University closes for inclement weather/emergency situations, the Student Union, University Recreation and Food Services will always remain open. She stated that we need to work quickly on a policy for work, pay and compensation to those folks during these times.

Steve stated that he is concerned with the web presence and how to identify the work of the Council. There is no one website where you can find this information. He found several sites that mention the Safety Council but nothing else and this concerns him. He stated that he would be happy to

work with a group to look at the direction needed to give the Council an on-line presence.

Gunther stated that Jane Nicholson has changed jobs and follow up is needed to see if she will be replaced as a member of the University Safety Council.

The meeting was adjourned. The next University Safety Council Meeting will be held on Tuesday, February 2 at 8:30 a.m. in 201B Table Rock.

**BELOW IS THE MEETING SCHEDULE FOR SPRING 2016:**

February 2, 8:30 a.m. – 10:00 a.m. – 201B Table Rock, PSU

March 1, 8:30 a.m. – 10:00 a.m. – 201B Table Rock, PSU

April 5, 8:30 a.m. – 10:00 a.m. – 417 Beacon Heights, PSU

May 3, 8:30 a.m. – 10:00 a.m. – 201B Table Rock, PSU