

## UAB Staff Council

### General Minutes

Thursday, November 16, 2016

8:30 a.m.

I. Welcome:

A general meeting of the UAB Staff Council was held in the Edge of Chaos, 4<sup>th</sup> Floor Lister Hill Library on November 16, 2016. The meeting convened at 8:32 a.m. with Ginger Hattaway presiding, Amy Dean secretary.

II. Introductions:

Members of the Executive Committee in attendance:

Amy Dean	Donna Dixon
Ginger Hattaway	David Rhodes

Members of the General Council in attendance:

Reid Adair	Lauren Antia	Amy Atkisson
Cyndi Ballinger	Lotoya Beard	David Beeching
Chris Boutwell	Scott Carson	Hilary Carter
Laine Chapman	Valerie DuBose	Mary Foster
Leandra Graham	Dan Guarnieri	Kim Hazelwood
Michelle Henry	Ann Marie Karaki	Molly Lerew
Deborah Littleton	Erika Mack	Jonathan McNair
Lori Naramore	Tina Phillips	Edward Reynolds
Jennifer Spears	Marla Townsend	Stefanie Varghese
Erin White		

Members of the General Council not in attendance:

Anita Belch	Jennifer Breland	David Dada
Heather De La Piedra	Ron Espenan	Brian Hagan
Tashara Walker		

Ex-Officio Members Present:

Kristin Chapleau
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Alternate Representatives Present:

Jeffrey Little	Tommy Foley
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Is Quorum Present?: Yes

- III. Approval of Minutes from August:
  - a. Motion for the approval of the October 2016 Minutes.
    - i. David Rhodes moves the motion.
    - ii. Amy Atkinson seconds the motion.
    - iii. Accepted by all.
  
- IV. Active Shooter Presentation, Amy Schreiner, UAB Police Lieutenant
  - a. In emergency, call UAB Police 934-3535
    - i. Emergencies:
      - 1. Possession of weapon (guns, knives, etc) on UAB Property.
      - 2. Possession of a bomb or bomb making materials on UAB Property.
      - 3. Physical Assault or attempted physical assault (with or without weapons) on UAB property.
      - 4. Explicit threats to inflict physical harm to one's self or others.
  - b. Employees can have secured gun, left in car but are not allowed to bring inside UAB buildings. Students are unable to have a gun on UAB property.
  - c. Concerning Behavior:
    - i. A radical change in a person's behavior, academic or workplace performance, appearance, or conduct;
    - ii. Aggressive or irrational behavior through words and/or actions;
    - iii. Severe depression, unhappiness, or irregular emotional behavior;
    - iv. Inability to control anger, confrontational or disturbing words or actions;
    - v. Unusual overreaction to normal circumstances; and
    - vi. Stalking in any form.
  - d. Active Shooter Information
    - i. Lockdown
      - 1. Employees should already be "locked in"
      - 2. Doors should be locked, limited access to building spaces
      - 3. Do not trust the lock, barricade doors
    - ii. Information to the gunman:
      - 1. The Police are on the way
      - 2. The Police are here
    - iii. Evacuate
      - 1. This is the number 1 option
      - 2. Evacuate the building if possible, but do not leave UAB property
      - 3. Do not pull fire alarms
    - iv. Counter
      - 1. You can survive contact with an armed intruder
      - 2. Engage in acts that will require high skill:
        - Noise
        - Movement
        - Distance
        - Distractions
      - 3. Swarm

- v. Move away from heavily populated areas
- vi. Be proactive, make a plan in your own office/work space

V. Announcements:

- a. Engagement Survey
  - i. 3 additional days were added, please sign up to participate if you haven't already
  - ii. Engagement Survey Committee Appointments:
    - 1. Survey Design Committee: Latoya Beard
    - 2. Communication Committee: David Beeching
    - 3. Steering Committee: Ginger Hattaway
- b. UAB Non- Smoking Task Force: Brian Hagan appointed
- c. Open Forum
  - i. Susan Cohen to speak on Engagement Survey
  - ii. Staff input for UAB Strategic Plan
  - iii. Planning on late January/early February
- d. UABSC Logo
  - i. Staff Council has an official logo
  - ii. Any communication must have official logo
  - iii. Can continue to use UABSC graphical image, but must always use logo
  - iv. Contact Ginger Hattaway, Amy Dean for logo
- e. Update- Staff Council Representatives:
  - i. Rodney (Rock) George on medical leave, Hilary Carter will take position.
- f. Absences:
  - i. Please send any absences to monthly meeting to Amy Dean and if possible schedule alternate to attend in your place
- g. Holiday Drive
  - i. Jonathan McNair moving forward with plans and will send David Beeching an email to distribute

VI. Committee Updates:

- a. Staff Development- Dan Guarnieri/Amy Dean
  - i. Reminder: Please provide feedback for OL&D Staff Evaluation Tool by December 2<sup>nd</sup>.

VII. Adjournment: The meeting was adjourned at 9:59 a.m.