Meeting was called to order by Mark Robinson

Members in attendance: Amanda Brogdon, Julie Burt, Teresa Cash, Debi Chandler, Jonathan Croy, Gerald Fitch (Sub), Kathryn Flores (Sub), Stuart Hammond, Amy Harper, Savannah Hembree, Michael Kajder, Roswell Lawrence, Mark Robinson, Charlton Scott (Sub), Tonya Seay, Andrea Thompson, Willie Thornton, Andrew Watts, Evelyn Wilhite

Members not in attendance: Ed Berry, Brent Canup, Decatur Dunagan, Clarke Kesler, Ashley Maxwell, Susan Mccullough, David Ragland, Noah Ray, Gina Roberts, Deborah Smart, Mary Stephens,

Roll Call, quorum was present

Guest Speaker: Dr. John Newton -
  o John is the Emergency Operations Manager for the University of Georgia. In addition to supervising employees, his responsibilities include the University's emergency notification system, creating emergency plans, assisting with building emergency plans, and creating presentations related to emergency management. John regularly gives presentations on de-escalating conflicts, travel safety, responding to incidents of active shooters, and general emergency preparedness. In addition to emergency management, John teaches part-time for the Political Science Department. Currently, he rotates between teaching criminal law and criminal procedure. Previously, John has taught Police Administration. When not working on emergency management issues or teaching, John researches the legal aspects of security issues. Current projects he is working on include the impact of precedents from terrorism cases on non-terrorism criminal procedure cases.
  o John talked about the necessity for personal emergency preparedness and offered copies of handouts of “Recommended items to include in a basic Ready Kit: and a “Family Emergency Plan”. (Attachments I & II)
  o John discussed several weather apps for your phone and talked about the need for a weather radio.

Minutes from April were approved
Committee Reports:
  Human Resources – no report
  Health and Safety – no report
  Communications – no report
Chair’s report:
  o Employee Recognition was a huge success. There was a lot of fun, great picture and
good food. Looks like it will become an annual event.

Old Business:
  o “Why is there a cost to replace id broken cards when it is used in your job?”
    ▪ Mark does not have an update at this time…
  o When do the terms switch for Representatives?
    ▪ Both Representatives attend the June meeting, new terms begin in July.
      Terms are typically based on a two-year rotation.

New Business:
  o Elections were held for the following positions:
    ▪ Vice-Chairman – Mandy Brogdon
    ▪ At-Large members – Roswell Lawrence and Savannah Hembree
  o Q&A Session
    ▪ “Will there be another movie night for staff?”
      ▪ Yes, there is on in the works
    ▪ “Why don’t the vending machines take credit cards?”
      ▪ Vending machines use wi-fi to transmit data. Per University rules,
        we are not allowed to send credit card information unless the lines
        are secure. At this point the vending machines do not transmit via
        secure lines.

Next SVPFASRG Meeting 2:00pm, June 24th, Miller Learning Center Room 348
Note July Meeting 2:00pm – July 7th Guest Speaker Ryan Nesbit, VP for Finance and
Administration

Meeting adjourned at 2:45pm
Recommended Items to Include in a Basic Ready Kit:
- Water: At least 3 gallons per person for drinking and hygiene
- Food: At least a 3-day supply of non-perishable food
- Can opener: For food, if kit contains canned food
- Radio: Battery-powered or hand crank NOAA Weather Radio with tone alert and extra batteries
- Flashlight: and extra batteries
- First aid kit
- Whistle: To signal for help
- Face mask: To help filter contaminated air and plastic sheeting and duct tape to shelter in place
- Moist towelettes, garbage bags and plastic ties: For personal hygiene
- Wrench or pliers: To turn off utilities
- Local maps

Additional Items to Consider Adding to a Ready Kit:
- Prescription medications and glasses
- Infant formula and diapers
- Pet food and extra water: For your pet
- Important family documents: Such as copies of insurance policies, identification and bank account records in a waterproof, portable container
- Cash or traveler’s checks and change
- Emergency reference material: Such as a first aid book or information from Ready.gov
- Sleeping bag or warm blanket: For each person. Consider adding bedding if you live in a cold-weather climate
- Complete change of clothing: Include a long sleeved shirt, long pants and sturdy shoes. Consider adding clothing if you live in a cold-weather climate
- Household chlorine bleach and medicine dropper
- Fire extinguisher
- Matches: In a waterproof container
- Feminine supplies and personal hygiene items
- Mess kits, paper cups, plates, plastic utensils, paper towels
- Paper and pencil
- Books, games, puzzles or other activities for children

www.ready.ga.gov
Family Emergency Plan

Make sure your family has a plan in case of an emergency. Before an emergency happens, sit down together and decide how you will get in contact with each other, where you will go and what you will do in an emergency. Keep a copy of this plan in your emergency supply kit or another safe place where you can access it in the event of a disaster.

Neighborhood Meeting Place:
Out-of-Neighborhood Meeting Place:
Out-of-Town Meeting Place:

Phone:
Phone:
Phone:

Fill out the following information for each family member and keep it up to date.

Name:
Date of Birth:
Name:
Date of Birth:
Name:
Date of Birth:
Name:
Date of Birth:
Name:
Date of Birth:
Name:
Date of Birth:

Social Security Number:
Important Medical Information:
Social Security Number:
Important Medical Information:
Social Security Number:
Important Medical Information:
Social Security Number:
Important Medical Information:
Social Security Number:
Important Medical Information:
Social Security Number:
Important Medical Information:

Write down where your family spends the most time: work, school and other places you frequent. Schools, daycare providers, workplaces and apartment buildings should all have site-specific emergency plans that you and your family need to know about.

Work Location One
Address:
Phone:
Evacuation Location:

School Location One
Address:
Phone:
Evacuation Location:

Work Location Two
Address:
Phone:
Evacuation Location:

School Location Two
Address:
Phone:
Evacuation Location:

Work Location Three
Address:
Phone:
Evacuation Location:

School Location Three
Address:
Phone:
Evacuation Location:

Other place you frequent
Address:
Phone:
Evacuation Location:

Dial 911 for Emergencies

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Family Emergency Plan

Make sure your family has a plan in case of an emergency. Fill out these cards and give one to each member of your family to make sure they know who to call and where to meet in case of an emergency.