

FY18 Safety Coordination Committee Work Plan

	Category	Action	Description	Lead	Proposed Timelines	Milestones Completed	Status
1	General	Convene SCC	The SCC shall meet three times during FY18.	Kari Burrell	Sept 20, Jan 23, Apr 4	1st mtg held Sept 20	
2	General	Complete a FY 18 Safety Workplan	Develop list of priority activities to be addressed in FY18; track progress.	Kari Burrell		Draft shared with SCC Sept 20.	
3	General	Update Safety Coordination Committee bylaws	The SCC bylaws were originally drafted in 2009; the SCC has evolved	Frances Isgrigg	12/15/2017	9/20/17 draft language reviewed at SCC meeting.	
4	General	Finish updating the SCC website	Update and expand the SCCC website. Include revised bylaws, current roster of members, minutes from meetings, FY 17 and 18 workplans, accomplishments to-date, tool box, safety data, and links to related sites.	Frances Isgrigg	12/15/2017	11/17/2017 Main page drafted for review.	
5	General	Hold a campus safety forum	Solicit input re: issues of concern.	Chancellor White	Oct	Scheduled for 11/28/17.	
6	Behavioral Health Risk Mitigation	Student Alcohol Policy	First year implementation of UAF's student substance abuse policy to be monitored.	Laura McCollough			
7	Behavioral Health Risk Mitigation	Alcohol.edu Policy	UAF will determine whether and for which students there will be a requirement to undertake Alcohol.edu training.	Laura McCollough		New policy implemented.	
8	Campus Security	Install additional interior and exterior security cameras	UAF still has many buildings that could benefit from having additional interior cameras; Old U Park is a priority for this year as it is actively used, but sparsely staffed. There are also some blind exterior views on campus.	Steve Goetz		One exterior camera installed at Old U Park to-date. Cameras outside Wickersham and PTZ watching lower dorms installed.	
9	Campus Security	Hire 3 additional police officers and 1 additional dispatcher	UAF PD has 3 of 8 officer positions vacant and 1 of 5 dispatcher positions vacant. It has become increasingly difficult to recruit capable individuals for these demanding positions. Other law enforcement agencies locally are also short-staffed, so there is stiff competition.	Steve Goetz		2 Police Officer candidates under review.	
10	Campus Security	Provide threat deescalation training for HAARP employees.	Provide training to HAARP employees.	Sean McGee	Oct	Deescalation training completed Oct.	
11	Campus Security	Matanuska Experiment Farm security site assessment	Complete a security site assessment for Matanuska Experiment Farm; make progress on implementing recommendations.	Susanna Pearlstein		Site survey completed in August; report distributed September.	
12	Campus Security	Identify/train Campus Security Authorities (CSAs) per Clery Act requirements.	UAF will expand the roster of CSAs and provide training.	Laura McCollough		Completed October.	
13	Emergency Management	Practice exercise	UAF's IMT will run/participate in the following practice exercises this year: - standing up a Call-In Center (August 22) - emergency notification exercise for Fairbanks locations, with building coordinator response for accountability (Aug 31) - standing up an Emergency Operations Center (Nov 7-9) - run a tabletop training exercise (TTX) for the Policy Group (Core Cabinet) (date TBD) - run a tabletop exercise to check EOP (Feb 5&6) - participate in the Alaska Shield exercise in March	Doug Schrage	Aug - Mar	Call Center exercise run August 22; hotwash completed August 23. Emergency notification for Fairbanks completed August 31. EOC training completed November 9.	

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14	Emergency Management	Practice exercise	UAF's IMT will run accountability drills and emergency notification exercises at four rural campuses: - Bristol Bay (Oct 19) - Chukchi (Dec 7) - Kuskokwim (Feb 12) - Northwest (Apr 20)	Doug Schrage	Oct - Apr	Bristol Bay training completed November 17.	
15	Emergency Management	Fill IMT roster	UAF's IMT roster has several gaps. Identify additional individuals to participate.	Doug Schrage	Fall	Some key positions filled in November.	
16	Emergency Management	FEMA (IMT and Policy Group) training	UAF's Core Team (aka Policy Group) and IMT members will complete needed FEMA training modules.	Doug Schrage	Fall		
17	Emergency Management	Capital modifications to CCHRC	DDC will complete some modifications at CCHRC so that it can serve as a basic EOC (panel modifications, housing for generator). [Additional upgrades may take place at a later time to support data connections to Butrovich.]	Cameron Wohlford	Summer 2018		
18	Emergency Management	Finalize the EOP.	EOP is in draft form. It needs to be reviewed by the Policy Group (Core Cabinet) and finalized.	Kari Burrell	Fall	Plan is drafted.	
19	Emergency Management	Animal safety addendum	An addendum to the EOP that needs further development is the Animal Safety plan.	John Blake			
20	Emergency Management	Violent Intruder Training	UAF PD will provide two Violent Intruder Response training sessions (once in fall semester 2017 and once in spring semester 2018) available to all employees and students.	Steve Goetz	Fall and Spring		
21	Facility Conditions	Replace the sprinkler system in the Fine Arts complex's Great Hall.	The Great Hall was built over 50 years ago, and plumbing in the ceiling for the sprinkler system is failing and in need of replacement. The Fire Marshal indicated the system must be repaired if the Great Hall is to be continued to used as a public gathering space.	Bob Crenshaw	Summer and Fall 2017		
22	Facility Conditions	Upgrade interior door hardware	Replace, over time, existing interior door hardware to National Safety Standards. Priority for first phase are classrooms/laboratories in Gruening, Bunnell, and Duckering.	Jenny Campbell	Summer 2018		
23	Facility Conditions	Address the WRRB/Elvey parking lot thermokarst	Assess scope of thermokarst. Determine long-term solution.	Jenny Campbell	Summer 2017 - Summer 2018		
24	Facility Conditions	Replace cracked concrete between Rasmuson and the flag circle.	The concrete walkways south of the Rasmuson Library and north of the flag circle have cracked and pose a tripping hazard.	Jenny Campbell	Summer 2018		
25	Facility Conditions	Demolish the concrete canopy west of the Irving Building.	The concrete canopy is very heavy and the ground is subsiding. Some concern about structural soundness. Replace with a lighter weight structure.	Jenny Campbell	Summer 2018		
26	Facility Conditions	Abate asbestos in Hess Commons ceiling.	UAF Facilities staff often must access the space above the Hess Commons ceiling. There is asbestos containing material (ACM) in this confined area. Abate.	Jenny Campbell	Summer 2018		
27	Fire Safety	Hire battalion chief	UAF FD will fill battalion chief vacancy	Doug Schrage		Completed in August.	

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28	Fire Safety	Hire fire captain	UAF FD will fill captain vacancy (created when captain promoted into the battalion chief position).	Doug Schrage		Completed in October.	
30	General Safety	Rural campuses safety seminar	Determine training schedule, classes, and instructors; coordinate with VC RCNE, Dean CRCD, and campus directors to determine attendees; prepare seminar manual hard copy and electronic; schedule travel to Fairbanks for seminar;	Frances Isgrigg	April 2018		
31	Interpersonal Violence	Revise student Haven Title IX training requirements	Expand the populations of students required to complete Haven training. Institute registration hold, versus fee, as sanction for non-compliance.	Margo Griffith		New policy implemented Fall semester 2017.	
32	Interpersonal Violence	Revise employee Title IX training requirements.	Segue to using Haven training (versus Skillsoft) for employees. Work with the system office to develop compliance monitoring/reporting approach. Develop approach for garnering compliance among tenured faculty.	Margo Griffith		New policy implemented Fall semester 2017.	
33	Interpersonal Violence	Expand prevention programming.	Develop a fall semester and a spring semester of programming through Nanook Diversity in Action Center (NDAC).	Amy Cross			
34	Interpersonal Violence	MOUs with law enforcement agency partners	UAF has secured MOUs with AST, FPD, and some other law enforcement agencies we work with regarding cooperating on sexual assault investigations. Advise these partners of our new OCR agreement requirements. Also, there are still some jurisdictions with which we don't have MOUs - continue to pursue these.	Steve Goetz		All partner LEO advised of UAF's new OCR VRA requirements.	
36	Job Hazards	Offer job hazard analysis workshops	Update the training plan; identify priority groups requiring training; update training web sites with workshop dates; schedule and conduct monthly workshops.	Frances Isgrigg	June 2018		
37	Job Hazards	Complete power plant job hazards analysis	Complete job hazard analysis for all high and medium risk employee activities.	Frances Isgrigg	June 2018		
38	Job Hazards	Improve usage of Personal Protection Equipment by power plant employees	Improve usage of Personal Protection Equipment by power plant employees. Assess reasons for non-usage, enforce expectations.	Frances Isgrigg	June 2018		
39	Job Hazards	Silica exposure control plans	Develop and implement silica exposure control plans for the following: Power Plant; Art Department; Aviation; sand blaster users; student engineers.	Frances Isgrigg		8/2017 Determination of applicability completed.	
40	Job Hazards	Hazardous materials handling improvements.	UAF agreed to enter into a settlement agreement and pay \$7000 to resolve several findings from an on-site EPA visit in 2015 that identified incidents of inappropriate handling/storage of hazardous materials. Undertake awareness/education for units that use hazardous materials.	Frances Isgrigg	10/31/2017		
41	Job Hazards	Update Supervisor Safety training	Determine method of delivery; update training content; identify supervisors needing the training, track in PageUp.	Frances Isgrigg	4/30/2017		

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42	Protection of Minors	Guardian training	Schedule a new training with Guardian for owners of camps, events, and activities involving minors.	Frances Isgrigg	3/26/2017	10/2017 Date of Training Scheduled.	
43	Protection of Minors	Update existing policy	Update UAF policies to incorporate revised SW regulations. Update contractor requirements. Work with faculty regarding POM requirements.	Frances Isgrigg	12/20/2018	10/25/2017 Meeting to discuss updates regarding contractors.	
44	Protection of Minors	Update reporting procedures	Update reporting procedures for reporting issues and abuse associated with minors on UAF facilities	Frances Isgrigg	3/31/2018		
45	Protection of Minors	Camp handbook	Create a handbook/website for developing and running camps and activities with minors	Frances Isgrigg	4/30/2018	11/14/2017 Draft of handbook completed	
46	Remote Travel Safety	Outdoor skills training	UAF will continue to develop training opportunities regarding outdoor skills for students, staff, faculty who will be traveling remotely for field work.	Frances Isgrigg	Ongoing		
47	Remote Travel Safety	Field alcohol/guns policy.	UAF will develop a policy governing alcohol and gun safety for field work.	Larry Hinzman & Susan Henrichs		Committee has been convened.	
48	Remote Travel Safety	Update boating safety manual.	Update UAF's boating safety manual.	Frances Isgrigg	3/31/2017		