

**Campus Preparedness/Safety Meeting  
Minutes December 13, 2007**

The Campus Preparedness/Safety Committee met on December 13, 2007 at 1:00 p.m. in the Conference Room in the Administration Building. Members present were: Joan Stirling, Bruce Dietsche, Rick Dowdle, Larry Wilkes and Karen Overturf. Those absent were Tina Wheelis, James Spurlock, Gin Brown, and Katie Wilson.

**Campus Crisis Manual—**

The purpose again was to continue working on reviewing the Campus Crisis Manual making changes, additions and clarifications as needed. The committee finished reviewing and making changes to the manual with the exception of the section on Cyber Attacks or Downed Information Systems. The committee needs input from Scott Pinkston, the Director of Information Systems on this section. The committee will get this information from him at a later date. In the meantime Joan will be working on retyping the manual with the changes made.

**Next Meeting—**

The committee will meet again after the Christmas Holiday, no date or time has been set.

The meeting was then adjourned at 2:00 p.m.

Minutes respectfully submitted by:

Karen Overturf