

# Staff Senate

<http://www.staffsenate.vt.edu/>

January 18, 2018  
12:00 Noon – 1:00 P.M  
1810 Litton-Reaves  
**MINUTES**

*Attendees:* Bonnie Alberts, Linda Fountaine, Velva Groover, Bruce Harper, Doug Hylton, John Lemaire, Albert Moore, Steve Nagle, Kim Ridpath, Amber Robinson, Robert Sebek, Tamarah Smith, Leslie Sullivan, Judy Taylor, James Veneable, Sarah Woodward, Lance Yelton

*Webex Attendee(s):* Judy Alford, Cynthia Booth, Debbie Breon, Angel Carter, Chad Dalton, Robena Hughes, Heather Parrish,

*Speaker(s):* Andrew Marinik, Assistant Director of Emergency Management at Virginia Tech and Mac Babb, Deputy Chief of Police at Virginia Tech

*Excused:* Zerita Montgomery, Amy Ingram

## **Call to order at 12:00 p.m. by President, Robert Sebek.**

President Sebek was not able to get Webex working. Apologies were sent to the ones on the webex call with a promise to send out the PowerPoint from the guest speakers to those scheduled to be on Webex.

The minutes for last months meeting inadvertently left off attendees names. That will be revised and sent back out to senators.

## **Attendance sheet for check-in was available near room entrance.**

### **Update from the Staff Senate President**

A call for volunteers to be on the awards committee was sent to staff senators. Sherree Montgomery has been chosen to serve on this committee. As there is a possibility for other positions needing to be filled on that committee the other names that were submitted will be held for filling open slots.

### **Staff Senate Standing Committees**

Judy Taylor, Chair of the Elections and Nominations committee has updated the open positions for 2018. The election will take place in March. At the February meeting there will be more discussion as to the committees and commitment needed.

As a reminder Staff Senate is still in need of a secretary and parliamentarian just through June 2018. We will vote on a new secretary and parliamentarian for

President Sebek shared that the proposed change to the Staff Career Achievement is on the table. The way the current policy reads is that a limit of 5 awards can be given per year. The Human Resources Department would like to change it to read 5 or more so that we are not limited to only five. Funding is not an issue for these awards. Tammie Smith made a motion to waive the first reading so that this proposed change could be elevated to the next level and get to the Board of Visitors by the February meeting, a second was made by James Veneble. Minor error on a plural was brought to the Presidents attention. The change along with the approval of staff senate to send this change forward would be elevated to the next level of CSPA.

**Presentations:**

Mac Babb, Deputy Chief of Police and Andrew Marinik, Assistant Director of Emergency Management presented on functions and services provided by the police and emergency management departments.

Some highlights from the presentation:

- The university has 6-7 speakers on campus that are used for emergency broadcasting. The department of Emergency Management is working on funding to secure 80-90 more speakers to be installed in buildings across campus.
- Livesafe is a mobile app that is available to use for faculty, staff, and students. This app has a list of emergency contact numbers, a walk safe program and more on it.
- Secure-in-place and Shelter in place were discussed, as well as what happens when you are on VT bus and secure in place is alerted.
- There are almost 500 emergency phones in buildings.
- Make an emergency kit to always keep handy in case of a secure in place.

**Next Meeting Date:**

The next meeting date is February 15, 2018 at 12 PM, Location 2200 North End Center.

**Adjourned** 1:04 p.m.

Respectfully submitted,  
Tamarah Smith