

VP F&O Staff Meeting Notes

April 17, 2018

Attendees: Craig Ness, Cathy Benson, Jamie Larson, Michael Ruland, Diane Thibodeaux, Gary Rash and Katherine Miller

Craig Ness:

- Discussed the wind event last Saturday morning that caused property damage to the LUPD building and several vehicles.
- Safety training for David, Corey and other managers is needed.
- There were issues with not having everyone's cell phone number and managers not answering their phones.
- He would like to meet with the Sr. Directors in Facilities.
- CSO's need training for damage assessment.
- A meeting is needed to discuss the ICS leadership roles at an active scene.
- One e-mail concerning summer camp instructions needs to be distributed to the campus.
- Discussed preparing the generators for hook up to save time. The dining hall is critical.
- Will be out this Friday.

Katherine Miller:

- The Setzer Center is now open. There is a floor transition issue in the building.
- Getting quotes to fix the LUPD building and to remove debris after the wind event.
- Will put LUPD files in new storage building at Facilities.
- LUPD moved to the old HR building.
- Still cleaning out and removing boxes at Tri-Supply.

Michael Ruland:

- Announced that he is retiring at the end of the month.

Diane Thibodeaux:

- Announced that the phones and internet at the Post Office are down.
- Vehicle adjuster has been contacted for damaged vehicles.

Gary Rash:

- Brought two new employees in Risk Management to the meeting:
 1. Akilah Cooper handles safety hazards on campus. She found some trip hazards on the sidewalks and working to get them repaired.
 2. Nathan Macy handles lab inspections.

Jamie Larson:

- Budget Meetings will be scheduled this week.
- T600 Training will be 9:00-3:00 next Monday.
- Jamie, Joanna and Chris to meet with Mr. Ness to discuss Financial Data.
- Desks and computers are still in Wimberly 118.

Cathy Benson:

- LiveSafe Beta will be up on July 1, but should be completely up in September
- EEO training is mandatory. An employee can e-mail the certificate to themselves, then forward to Brenda Dixon.