# MINUTES

**Members Present:** Hans Tanzler (Chair), Tom Bryan, Doug Burnett, Kevin Hyde,

**Excused Members:** Stephen Joost, Oscar Munoz

## Item 1 Call to Order

Chair Tanzler recognized a quorum and called the Finance and Facilities Committee to order at 10:05 am.

## Item 2 Public Comments

Chair Tanzler offered those in attendance an opportunity to comment on items on the Finance and Facilities Committee agenda. There were no public comments.

## Item 3 Consent Agenda

Chair Tanzler asked for a MOTION to consider the approval of the consent agenda.

* Approval of Minutes, January 17, 2019

Trustee Hyde made a MOTION to approve the consent agenda. Trustee Bryant SECONDED the motion. The committee APPROVED the minutes for January 17, 2019, unanimously.

Additional items on the consent agenda not requiring approval were –

* Treasurer’s Report
* Capital Projects Quarterly Report & Change Orders
* Budget Quarterly Report

## Item 4 Discussion: Lease Extension with ADT

Associate Vice President John Hale provided a summary of the history and proposed lease extension of the ADT building which will be up for renewal in September 2020. The business terms have been agreed upon for five additional years. ADT will manage all maintenance of the building, but UNF will provide an allowance of $450,000 for roof replacement. In the fixed five-year term, the university should net approximately $4.4 million in income. Discussion included the possibility of the space becoming academic space in the future. A significant investment would be needed to renovate it for this purpose. The Training & Services Institute DSO Board will be voting for the lease extension in the future.

## Item 5 Update on Campus Development Agreement Road Construction Mitigation Report

Associate Vice President John Hale provided an update on the Campus Development Agreement Road Construction Mitigation. After negotiations with the St. Johns River Water Management District, the University agreed to place 73.24 acres into conservation to mitigate the impacts of the new road construction. The memorandum of agreement has been executed by the BOT Chair and will be forwarded to the Division of State Lands for final approval before being recorded. Additionally, the University purchased 0.5 acres within the Fish Tail Swamp Mitigation Bank at a cost of $10,000 to satisfy the Army Corps of Engineers permit requirements.

## Item 6 Presentation of Different Enrollment Growth Scenarios and the Financial Impact

Associate Vice President Scott Bennett provided four growth scenarios and their financial impact for the Board’s review.  Three scenarios assumed the same growth over five years while the fourth assumed an additional 1% increase for undergraduate and an additional 2% increase for graduate in fundable student credit hours.  Additional factors that were included/changed included faculty to student ratios, additional performance funding dollars from the state and hiring new faculty. The schedules were presented to begin a discussion on how much and how fast UNF should grow in the future. This discussion is important as we begin the master plan process and implications to the mission of the University.

## Item 7 Discussion on Operational Review of the Incident on February 11, 2019

Vice President Shuman provided an overview of all of the activities related to training the university in the event of an active shooter. UPD Chief Mackesy addressed the committee and explained the details of the incident at the arena garage on February 11, 2019. He then introduced Mr. Robert Greenlaw, an emergency management consultant currently contracted by UNF, who presented an operational review of the incident of February 11, 2019 at the arena garage.

There were several positive aspects of the event

* The officers were on scene within 1 minute 18 seconds and the police instituted incident command immediately.
* A UPD detective conducted intelligence and the person was in custody within 2½ hours.
* This was a positive opportunity for learning with irreversible consequences.

Opportunities for improvement included –

* The Communication Center is under-staffed and staff turnover is too high.
* The software used as configured by UNF was not suitable for distribution of email.
* There were no pertinent stored messages to go out to the campus.

Mr. Greenlaw’s recommendations are –

* Increase communications center staffing to a two person minimum and reduce turnover rate through salary increases.
* Replace the current software in the UPD Communications Center with a system designed for rapid and error-free public safety alerts.
* Create messages in the warning system to cover high profile and critical incidents. The same warning system should be remotely accessible for follow up messages by public information officers.
* Provide the Communication Center with guide cards, both physical and electronic, to quickly access procedures.
* Require Active Shooter training for all employees, including faculty.
* Monitor implementation of the recommendations and take advantage of the lessons learned in this incident to develop systems and procedures to mitigate similar issues.

## Item 8 Adjournment for Finance and Facilities Committee

Chair Tanzler adjourned the meeting at 11:29 am.