

Clery Act Committee Meeting
Thursday, May 28, 2026, 9:00 AM
Via Teams
DRAFT MINUTES

Committee Members Present:

Yulonda Thompson, Clery Coordinator, Chair
Anissa Agne, Enrollment Services
Ashley Ballard, Recreation & Wellness Center
Maurisha Bishop-Salmon, Victim Advocate
Bob Boyle, Housing and Residence Life
Adam Brown, UPD
Tricia Bucholtz, Director OTCR
Stephanie Castro, SG Assistant Director
Jason Edgar, SG Business Office
Dan Endicott, Environmental Health and Safety
Luisa Martinez Joyce, International Center
Frank Mackesy, Chief UPD
Kiley Moale, SG Attorney General
Valerie Morrison, Student Health Center
Rosemary Ponce Ferguson, Employee & Labor Relations
Jocelyn Posos, Conduct Officer
John Reis, Office of the General Counsel, Vice-Chair

Absent:

Robyn Blank, Compliance Officer
Samantha Brown, Faculty Representative
Kelly Harrison, CPDT
Anne Hoover, Academic Affairs
Donna Kirk, Athletics
Shana Sopke, Counseling Center

Yulonda Thompson, Chair, called the meeting to order at 9:00 a.m. She then introduced Jillian Litchfield, new Director Compliance and Ethics, who is representing Kate Moore, as she had a conflict with today's meeting.

Minutes: Ms. Thompson presented the draft minutes for the February 26, 2026 meeting and offered the opportunity for comments/questions from the members. Maurisha Bishop-Salmon reported that she had an extensive conversation with Kate Moore and it was determined that Victim Advocates should be included in the CSA list and will need to attend training for CSAs and that should be corrected in the February minutes. Ms. Thompson asked for a motion to approve the minutes as amended. A motion was offered by John Reis and seconded by Ms. Bishop-Salmon. The motion was unanimously carried to accept the minutes as amended.

Ms. Thompson then shared with the Committee that this will be Mary Stumph's last meeting serving as staff to the Committee as she will be retiring at the end of June. She further said that until she could find a replacement for Ms. Stumph, she will be keeping the minutes herself. As an aid to her in creating the minutes she would like to record the meetings. The Committee had previously voted not to record the minutes but she would like for the Committee to revisit that decision. Mr. Reis reminded the Committee that any recording would be a public record and had to be kept for seven years. He suggested that Ms. Thompson keep the recording, maybe on the shared drive. Chief Mackesy said that you can also get a transcript of the recording from Teams. Ms. Thompson said that she would keep the transcript in lieu of the recording and draft her minutes from that. Mr. Reis said that should Ms. Thompson receive a public records request

for the minutes of the meeting, the minutes she drafted would comply with the request. Ms. Thompson next asked for a motion to record the meeting and to keep the transcript as a public record from which she will create minutes. The motion was made by Ms. Bishop-Salmon and seconded by Ms. Litchfield. The motion was unanimously carried.

Update on CSA training system: Moving onto the CSA training system, Ms. Thompson said that she was excited to share her screen and show the Committee the CSA training platform which reflected we are utilizing D. Stafford's training module. It is all put together with all CSA names entered and now making some minor tweaks.

Ms. Thompson has administrative rights to the training so she can pull reports and see who took what courses and how many people took each course. We have 1,064 seats with 1,040 assigned to the Stop Campus Hazing and 1,011 assigned to Dynamic General CSA. There are discrepancies in the numbers because not all seats have to take the same training, For example, law enforcement officers have their own training which includes CSA training. As you can see, Dynamic General CSA is a 25 minute online training followed by a five question quiz, which must be passed with an 80% or better to get the certificate. Stop Hazing is only a 12 minute video. Study Abroad has their own courses and do not have to take Dynamic General CSA. Their training covers what information they need to know to study abroad.

Ms. Thompson stated that on July 1 she will send an email to all CSAs alerting them they will be receiving an email from D. Stafford on August first to let them know they have thirty days to take training. All they have to do is follow the instructions and it will take them to the training page and dashboard. When there are only five days left to complete the training, they will get another email reminder. If they do not complete the training in August, an email will be sent to their supervisor. As for the test, CSAs have three chances to pass. If they do not, they will have to take the training all over.

Ms. Thompson said that UNF will use this training module for the next 2-3 years then develop something in-house and bring it under UNF umbrella.

ASR – what we need: Ms. Thompson thanked the Committee members for meeting the deadline to get her the information needed for the ASR. On the Committee's Teams page she posted the first draft of the 2025 ASR. She asked each Committee member to look at your section, make any changes necessary in review/track changes and email the changes to clerycompliance@unf.edu. If you have no changes, please send an email that you have no changes or edits so she can keep a record that we all put eyes on the ASR. She will need any edits or confirmation by July 1. Her goal is to send the report to ADA Compliance by September to have it made ADA compliant.

Jason Edgar had some questions about some of the wording in the document. After a general round table discussion, some minor changes were made.

Next Meeting: Thursday, August 13, 2026 at 9:00 a.m.

Adjournment: There being no further business, the meeting was adjourned at 9:52.