

**Glenville State College
Facilities and Threat Assessment Meeting
October 13, 2021
HAB, President's Conference Room**

Members Present: Tom Ratliff, Chairperson
Rita Helmick
Jason Phares
Jason Yeager
Dave Hutchison
Casey Smola
Mike Wheeler
Bert Jedamski
Tegan McEntire

Missing Members: Jeff Bryson
Larry Baker

Call to Order: Chairperson Tom Ratliff called the meeting to order at 11:00am.

Discussion of Organization and Goals:

1. Dr. Manchin will be the one who will speak to the Press about any crisis.
2. This committee will meet the second Thursday of the Month.
3. Tom talked about organizing the BIT team.
4. Jason and Casey talked about sending out an email about check scam.
5. Bert wants a Safety Committee to comply w/ State Threat Assessments.
6. Casey and Tom will meet to discuss school closures, we will suggest to Dr. Manchin what we think and he will make the final call.

Any request from Faculty and Staff on moving offices will need to be decided by the Facilities Committee.

Facilities and Master Plan: Currently the Master Plan is being revived. The BOG wants a completed Master Plan at the December Meeting. Tom and Dave will meet to discuss new grants the school has been awarded. Things will be added over time per the next meeting w/ Dave, Tom, and others.

Crisis Response Manual: Tom and Casey will be reviewing and making changes if needed. Dr. Manchin is the one to make all final decisions.

Other Discussions and Updates: Jason wants the numbers of classrooms we actual use. Also discussed was updating the Capital Plan every 5 years. The next meeting Tom wants and update from the BIT Team.

Adjournment:

Chairperson Tom Ratliff adjourned the meeting at 12:05 pm.