



PLANT OPERATIONS
ENVIRONMENTAL HEALTH & RISK MANAGEMENT

ROBERT D. SCHNELLER, CSP, ARM
Director

MINUTES OF THE April 8, 2009
INSTITUTIONAL COMPLIANCE COMMITTEE MEETING

Members Present

Robert Schneller
Mike Glisson
Emmett Sullivan
Brad Wigtil
Chris Hobza
Alan Phillips
Rosemary Grimmet
Dr. David Bell
Javier Hidalgo
Ray Bartlett
Amy Leggio
Brenda Cook

Members Absent

Beverly Stevenson
Valerie Coleman-Ferguson
Floyd Robinson
Clif Rapier
Monica Lawrence
Mathilda Christophe

Others Present

Don Guyton
Darryl R. Creeks
Sondra Armstrong

The meeting convened at 9:03 a.m. in Room 183E of the General Services Building, with the UH Institutional Compliance Officer, Robert Schneller, conducting the meeting.

- Review of Minutes

The Committee reviewed and approved minutes from the January 14, 2009 meeting. The Committee voted to accept the minutes.

- BOR Report - Don

The Committee discussed that the current report would only contain a 2 month period as opposed to a 3 month period based on when the BOR meeting will occur. It was asked that The Committee always pay attention to the time period when submitting information as the time periods can sometimes change.

Bob Schneller thanked The Committee for their participation in the reporting.

Rosemary Grimmet discussed some aspects of the American Recovery & Reinvestment Act (ARRA) and The Committee discussed the different aspects and regulations regarding using the bailout funds. Ray Bartlett will forward the original email received to Don Guyton and he will contact the State Auditor's Office to get clarification.

- MySafeCampus

There were 2 reports: 1 for January (Closed) and 1 for March (Under Investigation)

- Matrix Updates
3 more areas completed their Matrix updates: Contracts Administration, Environmental Health and Residential Life and Housing.

- Round Table Discussion
Mr. Glisson discussed the Red Flags workshop. He addressed that UH is considered a Financial Institution and Creditor since we allow services without requiring immediate payment of those services. The departments that are affected must comply and have their rules by May 1, 2009 to protect the identity of those using their services. It was noted that the BOR adopted the Red Flag policy in December 2008 and we can expect to see a S.A.M. and M.A.P.P. issued addressing the University's policies and expectations. Ray Bartlett had involvement in the draft.

Javier Hidalgo would like to see more opportunity for training and education. He asked if Human Resources had a tool for tracking this and some members felt like People Soft may have these capabilities. Bob Schneller will contact Sandy Coltharp (Training Coordinator) in Human Resources for more information.

Brad Wigtil discussed the increase in alerts that have been going out to the campus community. There was discussion regarding staffing and that some departments employ their own security that report to the UH Department of Public Safety. It was communicated that the camera system is up to 500 units and we are hoping to expand to "next step analytics" to increase our level of service to the UH community. Crime on campus is much lower than the surrounding district.

- Next Meeting
The next committee meeting is scheduled for Wednesday, July 8, 2009, at 9:00 a.m. in room 183E of the General Services Building.

PLEASE NOTE the original agenda presented showed the next meeting to be July 9, 2009. This was incorrect.

With no further business, the meeting was adjourned at 9:50 a.m.