

**Clery Act Committee Meeting**  
**Thursday, February 25, 2020 at 9:00 a.m.**  
**Via Zoom**  
**MINUTES**  
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**Committee Members Present:**

Frank Mackesy, UPD, Chair  
Andrea Adams-Manning, Dean of Students  
Anissa Agne, Enrollment Services  
Tim Barnes, Student Government  
Adam Brown, UPD  
Joann Campbell, Compliance  
Jason Edgar, Student Government  
Calena Gray, Human Resources  
Kathleen Halstead, UPD  
Kelly Harrison, CPDT  
John Kane, UPD  
Donna Kirk, Athletics  
Luisa Martinez, International Center  
John Reis, Office of the General Counsel, Vice Chair  
Rachel Winter, Student Conduct

**Absent:**

Bob Boyle, Housing and Residence Life  
Dan Endicott, Environmental Health and Safety  
Cristina Helbling, Undergraduate Studies  
Anne Hoover, Academic Affairs  
Marlynn Jones, Office of Equal Opportunity & Inclusion  
Nagat Khalifa, SGA Student Representative  
Holly Miller, Faculty Representative  
Sheila Spivey, Women's Center

The meeting was called to order at 9:00 a.m. by Committee Chair, Frank Mackesy. Chief Mackesy offered the opportunity for comments/questions from the members regarding the previous meeting minutes. Upon receiving none, he asked for a motion for approval. A motion was offered by Donna Kirk and seconded by John Reis. The motion was unanimously carried to accept the minutes as written.

**Introduction of New Members:** Chief Mackesy introduced Jason Edgar, representing Student Government. Mr. Edgar replaced Dawn Knipe, who recently transferred to another division. Chief Mackesy also advised the committee that Sgt. Shawn Faulkner went back to Patrol and that Sgt. John Kane has replaced him. Chief Mackesy welcomed both new committee members and said he was happy to have them on board.

**Bi-Annual Notification to CSAs:** Chief Mackesy said that before Sgt. Faulkner went back to Patrol, he sent out the bi-annual notification to the CSAs. No additional crimes were reported. He also said that some crimes reported to the UPD are not really Clery reportable, but crimes need to be reported so that UPD can screen them.

**2020 Annual Security Report:** Chief Mackesy stated that it's time for all departments to start gathering their information for the 2020 ASR. The heavy lifting is with UPD and Student

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Conduct because they have to count the crime numbers. It's early yet for the ASR, but Chief Mackesy wanted to get it on committee members' calendars.

**Other Business:** Chief Mackesy asked if any members had any other business. He has some, but first wanted to hear from committee members. Ms. Kirk stated that she referred someone from Athletics to the Clery Reportable Form on the UPD webpage and wondered if it was received. Chief Mackesy confirmed that it was received, but the incident did not occur on their property. UPD however did make contact and was able to refer the student to the appropriate University services.

John Reis stated that the fine for noncompliance with the Clery Act has now gone up to \$58,320 per incident. The fine is routinely increased due to inflation so it will always be increasing that's why it's so important to stay on top of this.

Mr. Reis also informed the committee that new MedNexus program will be in Palm Coast and because students will be using this facility it will be a Clery reportable property. He wanted this to be on UPD's radar. Kelly Harrison said he thought that there was also going to be a location at FSCJ's Deerwood campus. Mr. Reis said that property will fall under FSCJ's Clery responsibilities. Chief Mackesy thanked him for the head's up.

Chief Mackesy said that last October he attended a Clery webinar presented by Jim Moore, Senior Advisor for Clery Act Compliance and Campus Safety Operations at the United States Department of Education. One of the takeaways from the webinar is that on committee

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good idea to review the job function and its interaction with students. Chief Mackesy wondered if Mr. Reis should review the list of 300+ positions to make sure they all need to be CSAs. Even though the list is based on job duties, you could start by looking at job titles. Mr. Reis agreed that (n and) 0.5 33981.2 iooSJT(y)2 (ough ) 1.2 al2.6ok)2 ((by)2 (y)2 (12.6aar the lisng(i)2.0h Rei+eet(n and)

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