



CEC INTERNAL ADVISORY COMMITTEE
MEETING AGENDA: 2019-04-22

Building Partner Representation: Operation Youth Success (OYS) – Debora Faga; Service Learning Academy (SLA) – Kirsten Case (ex-officio); Volunteer Program Assessment – UNO (VPA-UNO) – Joseph Allen, Sheridan Trent; Omaha Public Library (OPL) - Jody DuRand; Urban League of Nebraska - Jeffrey Williams; Metro Area Continuum of Care for the Homeless (MACCH) - Lisa Vukov; Campus Compact of the Great Plains – Mary Ryan; Nonprofit Association of the Midlands (NAM) – Tracy Shutt; Coalition Rx – Carey Pomykata; Urban Bird and Nature Alliance - Diana Failla; A Time to Heal (ATTH) – Rebecca Vinton; Inclusive Communities (IC) - Maggie Wood

CEC Staff: Sara Woods, Heike Langdon, Annabelle Abisset

I. Welcome/Introductions

II. New business

a. Guest parking update (Sara)

- i. Updated in weekly. Because Strauss needs to do landscaping, will be taking 10 stalls and will take most of the month of May (after graduation). Handicap stalls will be moved to the other side, if you have guests please advise them accordingly.

b. Discussion about Building Safety (Sara/Heike)

- i. Campus notifications had a gap between urgent message and general messages. Campus security has been fixing the gap. Mix up between emails (sent only to UNO) vs text messages. In the future, CEC will forward these alert messages to building partners to make sure everyone receives the latest alerts.
- ii. Safety of parking garage came into question. Sara talked about the safety of garage with UNO Parking and Public Safety to lock garage. However, the garage is tornado shelter and people would not have access if shelter was needed. Second issue is that people will need access to storage. Third, the garage opens automatically with vehicles entering and exiting, so someone could still get in. Some questions about parking garage monitoring were raised. Committee discussed the general monitoring of the parking garage and that there is general monitoring, but some also requested to have a live feed set up that goes to the front desk. CEC front desk does not have current capabilities to do this, however, Sara may look into this for future consideration. Sara may want to visit with building partners about this for suggestions.
- iii. Questions about locking the partner suites. Campus security wants to know if we want to lock all suites during the day. Committee felt that it might be difficult having guests for those who sit in the back suite areas and that individuals in front suite areas would be required to act as the gatekeepers. If all suites were to be fully locked, partners felt it would be difficult to visit other suite areas without access. Partners ask for access to all suite areas so they can easily connect with other organizations. Committee also discussed Elmwood Park attacks in relation to general safety and suite locking, and training for how to lock all the suites with the “panic button.”

c. Discussion about building storage

- i. CEC get requests for building storage and we cannot accommodate everyone. CEC will be doing some storage consolidating and ask building partners to also consolidate and examine their storage areas regarding need and getting rid of stuff they no longer need. Newer organizations are in need of storage spaces as well.

d. Discussion about youth safety

- i. Jeffery presented a series of questions for youth events in order to help UNO and the CEC follow more strict guidelines. Do you have chaperones and training? Is there a reporting structure if an uncomfortable situation comes up? How often do you do background checks with your staff? The committee suggested a training for CEC building partners regarding youth safety and best practices with youth events and safety – working with UNO’s youth safety coordinator - Rachel. Only applies to unsupervised youth (under 19) such as volunteers, etc. If the child was to fall or hurt themselves, an accident, who is the one to call. Asked for best practices not only at CEC but across the country. It is possible for the building partners/organization/campus to be blamed, so the CEC and UNO are

working to find ways to protect organizations and those youth they serve. Right now and going forward, as organizations first come to the building, Dave asks if the organization serves youth. If yes, Rachel is in contact with the organization. A background check may be required as a part of the building partner application.

III. Old business

a. CEC 3.0 Lease update (Sara)

- i. RFP (Request for Proposals) will be going out soon and there are two things we would like to ask. Want feedback on the report part where we ask organizations what they have been doing for the past six years. Did not want to overwhelm partners with information requests, but want to capture as much of those partnerships as possible. Want to look at 3 things: how organizations interacted with UNO, with each other, and with the community.
 1. Would like this in list format, just one sentence, no more than 5 examples in 5 categories.
 2. How other CEC community partners have benefitted from organizations presence
 3. How org has benefitted from its presence in the CEC over the past five years? (ex. Budget efficiencies, improvements serving target populations, leadership/staff, board/strategic planning). Looking forward, expectations will look similar to what it was before. Feedback: Like the through questions and what CEC want to see. Is there a scorecard – not particularly just looking at what is meaningful to the organization, each will look different.

b. Building user and annual survey updates (Sara)

- i. The survey was released and reminder emails have been and will continue to be sent out to those who have not taken it. There are drawings for prizes every week. About 50 responses so far, but still need more representation. Results will be posted to the website once available.

IV. Open Mic: issues, questions, etc.

V. Heard around the building

- a. Julie Smith, ONE Omaha is leaving
- b. Sonia Carbonell back today from leave
- c. Robyn will be back May 22nd
- d. Joe Allen and VPA is leaving, Sheridan Trent is staying
- e. Lydia Krysl from OSCR leaving
- f. Miriam, student worker leaving and student worker shortage
- g. Positive feedback for mail room/food pantry swap

VI. Items for next committee meeting?

VII. Announcements and celebration of good stuff

- a. Salad Lunch tomorrow, April 23, 2019
- b. Curious People April 24 at 6 P.M. in CEC 230/231
- c. Durango days – chocolate fountain and scavenger hunt again.

Upcoming Advisory Committee Meetings:

- Monday, July 22
- Monday, October 28

(All meetings are at 11:30 a.m. in the Marian Ivers Board Room 128.)