TO: University Safety Committee

FROM: Chad Johnson, Environmental Health & Safety Manager

DATE: March 5, 2009

SUBJECT: Committee Meeting Minutes

The University Safety Committee met March 4, 2009 in Rozell Conference Room @ 2:00 p.m.

Members Present: KC Traver, Jim Butler, Patricia Kelley, Chad Johnson, Jolynn Rogers, Jim Allers, Don Richter, LeeAnn Case

Members Absent: Jeff Corkill, Craig Walker, LaVona Reeves (on sabbatical), John Shively

Other Staff/Guests: John Henry, Construction and Planning
Katelin Tonner, Environmental Health & Safety
Misty Griffith, Housing
David Early, Director of Recreation Facilities

Call to Order:

I. KC Traver opened the meeting at 2:05 p.m. with introductions. The minutes of December 4, 2009 were reviewed and approved by the members present.

II. The next order of business was a review and discussion of the following mandatory agenda items:

- Review of Safety and Health Inspection Reports:
  - A list of incidents was provided by Chad Johnson.
- Evaluation of Accident Investigations conducted since the last meeting
  - Chad indicates that the “property damage” category on the incident list entails loss, theft, and damage of both university and personal property.
  - Jolynn Rogers questioned incident item # 51 - staph infection spreading through the hockey team was discussed in detail by David Early. The origination of the infection is unclear, but the URC staff has been ‘fogging’ the locker rooms every Friday and Sunday since the first incident occurred. This seems to have stopped the spread.
  - Incident item # 52 – Employee falling when transferring from wheelchair while in restroom was discussed at length by all members present. KC Traver says the campus building accessibility survey has been completed. He would like to see the survey and determine whether this bathroom was identified as an issue. If not, perhaps a reevaluation of the area must be conducted. If so, a work order will be submitted and facilities will address it.
- Review of the Workplace Accident and Illness Prevention Program
- Members are pleased with incident report contents.
- Suggestions regarding specific incidents were made. The chair stresses that safety is everyone’s concern.

### III. Under Old Business
- Chad Johnson made a list of all saws around campus after last quarter’s incident regarding the loss of a finger from improper use of a table saw in CEB. Chad’s inspection of these tools indicates that only Art and the woodshop (building & maintenance) have safety devices on their equipment. The items on this list should be considered future capital investments for purchasing safer equipment when/if technology is available.
- Currently, Facilities is purchasing one new saw per month to replace the equipment in CEB. Don Richter, faculty member in CEB and member, states that significant changes have been made since the incident. Student access into areas that have potential safety hazards has been changed. They have also formed a safety group.
- Patricia Kelley spoke with Acting President, Dr. John Mason, regarding student access and safety as discussed last meeting. Dr. Mason did not feel it was something he wanted to get involved in as it is not related to academics. He feels the faculty should be enforcing it on a departmental level.
- KC Traver states that facilities intend to implement keyless digital access around campus. It will be cheaper to replace than keys and can enforce access restrictions as necessary.
- Chad reported that The Building Safety Manager Program has been presented to the President and Vice President. With their approval, Mary Voves will be moving the proposal to the trustees. The proposal should emphasize the role of volunteers to show their role as safety awareness resources and educators for their respective buildings.

### IV. Under New Business
- Misty Griffith from Housing conducted a presentation as a representative of the Residential Hall Watch Committee. This new Committee is intended for students, staff and faculty who are concerned with safety on campus. The intention of the committee is to link safety resources, programs and efforts for better accessibility and understanding by the campus community and public. Misty emphasizes their interest in highlighting pre-existing safety efforts and implementation of new initiatives when necessary. The creation and implementation of their website is under construction and is projected to launch in June 2009.
- KC Traver’s term as Chair of this committee ends in May. The committee members should think about who they would like to suggest for nomination by the administration and/or the union. LaVona Reeves is currently the vice-chair and will be running the next meeting in KC’s absence.

The next University Safety meeting will be June 3, 2009 in the Rozell Conference Room at 2:00 p.m.

MEETING ADJOURNED at 3:15 pm.

cc: Office of the President
    Vice President, Business & Finance
    Associate Vice President, Facilities & Planning