

UNIVERSITY SAFETY COMMITTEE
MINUTES 11/17/05

Present: James White, Shirley Pinkett, Dr. Diane Davis, Gerry Patt, Mike Trail & Wayne Shelton

Meeting was called to order at 2:05 p.m., with the following business discussed:

1. INJURY REPORT – Wayne reviewed the injury report through November 17, 2005 and discussed: total number of injuries; number of injuries sorted by type; number of injuries by department. Most frequent type of injury is contusion (32) followed by laceration (21). Highest by department is Dining Services (38) followed by Facility Services (11).
2. ONLINE TRAINING – Wayne thanked members of the Committee for reviewing the online training program for Bloodborne Pathogens. The training program will be modified with the suggestions soon. Once this program has been developed successfully, it will be used as a model to create a comprehensive office safety program which is more likely to be a “building safety” online training.
3. ASBESTOS TILE REMOVAL – The Blackwell Library was visited by prospective contractors and bids will be opened on November 29, 2005. The removal has been planned from December 19 to December 23 and will resume December 27 to December 29. Efforts have been made to minimize impact to daily operations.
4. MASTERS OF DISASTER – Wayne will meet with Jill Stephenson in December to discuss final details. The program will train students in first aid/CPR/AED and operation of an emergency shelter. Students will learn how to assist with a disaster relief trailer and will operate the trailer in January on shifts during student move-in.
5. NEXT MEETING DATE - Tentatively planned on Thursday, January 19th from 3:00 PM to 4:00 PM. Please advise if this is a problem.
6. OPEN DISCUSSION –
 - a. Emergency Management Committee met 11-11 to discuss existing plan. Plan format will be modified by a sub committee to conform to federal mandate. Wayne is chairing the sub-committee.
 - b. Lab inspections with feedback to departments and requests for changes or repairs in writing; “no problem” labs were notified of inspection and findings in writing as a positive feedback for their efforts. Problems were brought to the attention of the affected department or to Physical plant for repair.
 - c. Safety for off-campus students is now being reviewed by a group including Career Services, Student Activities, Residence Life, Environmental Safety, University Police, University Center, Admissions, and SGA. The committee is looking for ways to promote safety to SU students in off-campus housing. Many good ideas were suggested at the first meeting. Wayne will report findings to the USC.
7. Meeting adjourned at 4:05 p.m.