

## **University Safety Committee Minutes 1/25/04**

Attendance: Shirley Pinkett, Gerald Patt, James White, Jennifer Berkman, Michael Trail, Will Lowery, and Wayne Shelton

Absent: Matt Nein, Marc Hannah, and Dr. Diane Davis.

1. The meeting started at 2pm with seven members present.
2. The recent ice and snow storm was the first topic of business. As of meeting time, four slip and falls had been reported directly to Wayne Shelton, with other reports being filtered down through University police and other departments on campus. One vehicle accident involving a university employee had also occurred at the corner of Dogwood and Camden Aves. Conditions are improving, but are still hazardous. A "Safety Minute" email was sent out to the campus community via Richard Culver.

Will Lowery reported that the order of priorities for snow removal include steps and ramps of buildings first, followed by areas up next to the buildings, then walkways, and finally parking lots. On the issue of parking lots, Jennifer Berkman asked about the possibility of having outside contractors come in and clear them. Will Lowery reported that that has been done in the past, but removing ice is more difficult than snow, the contractors are not usually familiar with the lots, and the price is very high and with no special budget it is hard to come up with the money. It was then brought up of looking into the possibility of setting up a revolving budget specifically for snow removal. Kevin Mann will be approached about this.

Will Lowery reported that the Grounds Dept had exhausted its salt supply for the winter and had placed an order for more. Wayne Shelton said that sand is still the best for traction on ice, and inquired on the possibility of acquiring a large supply for the campus.

Shirley Pinkett reported that one of the Magg's housekeepers slipped while taking out the garbage, and asked if areas around the dumpsters could be cleared better. James White informed the group of his spiked gripper shoes. He said that they could be ordered from McMaster-Carr. He reported that they had worked great. Wayne Shelton said he would look into them. Jennifer Berkman suggested that a special 'focus on footwear' safety minute be sent out to the campus to focus on the proper footwear for ice and snow.

3. The annual training classes for January was the second topic discussed. The groups and their respective training include:
  1. University Police – fire extinguishers, spill prevention control countermeasures, and blood born pathogens.
  2. Housekeeping – blood born pathogens, hazard communication, personal protective equipment, job hazard awareness, asbestos, radioactives, and biohazards.

3. Trades and Grounds – blood born pathogens, fire extinguishers, job hazard awareness, personal protective equipment, and proper lifting.
4. Dining Services – slip-trip-fall prevention, evacuation plans for the kitchens, and fire extinguishers.

Bloodborne pathogen training will be offered in early February for other faculty and staff including the Nursing dept., Medical Technicians, Respiratory Therapy, Biology, Student Health, and Athletics. Central Stores/Support Services will be offered training in early February for lifting, hazard communication, biosafety, and others. Jennifer Berkman asked if the campus post office could be included in this training. Jill Stephenson will offer training for first aid, CPR, and AED as a refresher course and for new attendees in late February. Trades will be offered training on confined spaces, fall protection, and lockout/tagout in late February. The following training issues were brought up by the group: training secretaries on the proper emergency response actions (911), evacuation plans for the lower levels in particular of the campus buildings, and a driver safety program possibly being handled by the Vehicle Safety Board. Gerry Patt inquired as to the safety of the riggings above the Holloway Hall stage. Wayne Shelton reported that they had been inspected and improved upon where needed.

4. The date of the next meeting will be Friday, February 25<sup>th</sup> from 2:30 – 3:30. Those present stated that from 2:00 – 3:00 would work better, especially for faculty. Therefore, the meeting will likely be from 2:00 – 3:00. The meeting was then adjourned.