

**SALISBURY UNIVERSITY SAFETY COMMITTEE
MINUTES OF 12/10/2004 MEETING**

PRESENT: Wayne Shelton (Chair), Justin Koss (IWIF/SERMA rep), James White, Jennifer Berkman, Shirley Pinkett, Diane Davis, Will Lowery, Gerald Patt, Michael Trail

ABSENT: Matt Nein, Marc Hannah

Wayne called the meeting to order at 2:30 pm and gave the following report on unfinished business:

1. He gave presentations to Faculty Senate (11/30) and Staff Senate (12/8) about the formation and activities of the safety committee and was well received. Some suggestions were made regarding revising the charter which were accepted. He was questioned about non-exempt staff not having representation on the committee, and this is because the memorandum of understanding with the union is not complete and this is a bargaining issue.

2. The modified charter is on the newly activated Safety Committee web page. Agendas for future meetings and minutes from past meetings will be posted there.

(www.salisbury.edu/healthsafety/safety_committees/default.asp)

Justin Koss was then introduced as a representative from IWIF (Injured Workers Insurance Fund) and SERMA (State Employee Risk Management Administration, a department within IWIF). He gave an overview of the structure and function of both organizations. He is one of 5 risk management consultants assigned to state agencies to facilitate loss prevention programs and reduce costs. His services are free and include consultation on hazard identification and correction. He presented data specific to Salisbury University and stated that 10% reduction in loss is the current goal. SU currently has reduced claims by 47%, second only to UMBC which reduced claims by 53%.

Discussion was held regarding a program to promote employee reporting of injuries, accidents and near-misses to protect employees from denied compensation claims and allow the institution to do accident analysis and prevention.

Issues recently brought to the attention of the committee include: humidity problem (including slippery floors) in Henson Hall, signs at parking lot exits blocking views of oncoming traffic and training on the AED machines. Wayne will attempt to include first aid and AED training during the January break. Discussions are ongoing with maintenance about the signs and the problems in Henson Hall.

Wayne showed the group various versions of ice gripper equipment to put on over shoes to prevent falls on the ice. The group agreed to recommend purchase.

Wayne asked for training needs for January 2005 including topic and date preferences. For faculty training, he was told to avoid 1/21 and turnitin.com training session days. For Dining Services, he was given their training schedule. For other departments, the middle to end of the month during the middle of the week seemed best. Topics that he will try to arrange: 1) defibrillation units, 2) first aid, 3) ladder safety, 4) slip/trip/fall/ice, 5) bloodborne pathogens and 6) dining services specific topics.

The last topic of discussion involved the leaky roof problems in Devilbiss, including the potential for mold growing. Repairs are still in litigation with the contractor.

The next meeting was set for January 14, 2005 at 2:30. The meeting adjourned at about 3:45 pm.

Respectfully submitted,
Diane Davis