

UNIVERSITY SAFETY COMMITTEE
MINUTES 2/10/06

Present: James White, Dr. Diane Davis, Will Lowery, Mike Trail, Liz Albertini & Wayne Shelton

Meeting was called to order at 3:00 p.m., with the following business discussed:

1. INTRODUCTION – Liz Albertini with SERMA. Liz discussed a list of services that she can provide without cost to the University. Liz was provided a brief tour of the campus before the meeting.
2. INJURY REPORT – Wayne reviewed the 2006 injury report through February 10 and discussed: 9 injuries to date and is significantly less than last year (24) at the same time – primarily due to little snow and ice. Three injuries could be attributed to equipment problems – the equipment has been repaired. Safety website now includes a form for non-employee injury reporting; non-employee injuries are tracked in a spreadsheet maintained by safety office. No new initiatives were suggested for injury reduction at this time.
3. TRAINING – Wayne discussed training efforts for Trades, Grounds, Housekeeping and Dining Services providing training for approximately 160 staff. Topics for Trades, Grounds and Housekeeping included: BBP, Mold Awareness, Asbestos Awareness, and “What Is Wrong With This Picture?” Dining Services focused on Hazard Recognition and Prevention. Wayne is investigating Red Cross Training with the assistance of Athletic Training or HPEHP Dept.
4. ONLINE TRAINING – Wayne is checking cost and feasibility of offering a safety package for online training that is comprehensive. Diane suggested asking the HPEHP to use preparation of safety training powerpoint topics for safety as a student experience. Wayne will follow-up on that with the Dept.
5. MASTERS OF DISASTER – Wayne reported that the program did not make the minimum attendees and was cancelled. Possibly next semester this will be offered again.
6. CAMPUS HAPPENINGS - Wayne will meet with student organizations to provide suggestions for privately owned off-campus housing landlords (Feb 20). The information will be used to identify “preferred” properties for students. Also, Wayne is working with other members of the Emergency Management Committee to rewrite the Emergency Procedures Manual and train certain employees in Incident Command System (ICS) response. Due date is October 1, 2006 for a self-evaluation and training process. Much of the training is online.
7. NEXT MEETING DATE - Currently planned for Thursday, April 6th from 3:00 PM to 4:00 PM in Holloway Basement Conference room.
8. OPEN DISCUSSION –
 - a. Jim expressed some concerns for outside contractor safety. The existing policy is on the safety website and in hardcopy in Physical Plant. Standard language is used in contracts that requires contractors to adhere to OSHA and other applicable Federal, State or local regulations when working on the campus.
 - b. Mike reported that Dining Services will have a safety shoe company visiting the campus to provide shoes for the full-time employees next week. The company is Leehigh. Wayne asked if there were shoe samples that had been reviewed by Dining Services. Mike indicated he was not aware if they had and that Tony Cerulli should be contacted for more info.
 - c. Diane expressed a concern with the safety in the Glass Shop. Wayne indicated he would check into it. Liz and Wayne inspected the shop after the meeting and conditions appeared good with students wearing eye protection.
8. Meeting adjourned at 3:55 p.m.