

Campus Safety Committee Meeting Minutes

Members

([P] indicates member present at today's meeting)

Employee Represented:

- [P] Tom Bennett (TBe), Civil & Environmental Engineering
- [] Peter Dusicka (PD), Civil & Environmental Engineering
- [P] Lorenzo Guzman (LG), Office of the Registrar
- [] Erica Hunsberger (EH), Environmental Health & Safety
- [] Martha Ketchum (MK), Student Activities and Leadership
- [P] Aaron Landreth (AL), Office of Information Technology
- [P] Phillip Lafrenz (PL), Transportation & Parking Services
- [] Jeffrey Smith (JS), Diversity & Multicultural Student Services
- [P] Karin Waller (KW), International Affairs
- [] Carith Wiseman (CWi), College of Education

Employer Represented:

- [P] Todd Bauch (TBa), Campus Recreation
- [P] Jack Dorkey (JD), Human Resources
- [] Sarah Kenney (SKe), Construction & Real Estate, Vice Chair
- [P] Shaun Kohn (SKo), Smith Memorial Student Union
- [P] Jeffrey Rook (JR), Environmental Health & Safety
- [P] Leslie Walters (LW), Facilities & Property Management, Chair
- [] Craig Whitten (CWh), Campus Public Safety Office
- [P] Jenna Wilson (JW), Viking Pavillion

Alternate:

Ad Hoc:

- [P] Risto Rushford (RS), Environmental Health & Safety

Meeting Call to Order

Date: 2/12/2020

Time: 1:00 pm

Quorum Met: Yes

Approval of Meeting Minutes from Previous Meeting (Vote)

([x] indicates members vote)

- Minutes approved as is
- Minutes approved with minor corrections
- Minutes not approved – corrections required
- Minutes not approved – quorum not met

Announcements

(Whom provided by, description of announcement, date of event or impact, if applicable)

- JD - Students now have access to the Injury Report Form (a noted issue from the previous meeting)
- JD - The OSHA 300A is posted and available online required by state to be posted)
- JW - There may be a circus coming into town
 - April or May? 2020
- PL - Gates being installed in UCB parking structure
- AL - Aaron is looking for a replacement AND an alternate for the Safety Committee

Presentations / Discussions

(Whom provided by, description of presentation or discussion, date of event or impact, if applicable)

Accident / Injury Report (provided by Human Resources)

Reportable Incidents

(Date of incident, description of incident, location, committee recommendations)

- 12/12/2020 – MONT; While taking windows measurements employee was hit with a thrown box of instant oatmeal
 - JR: Residence Hall is notifying residents not to throw things out of windows
- 1/28/2020 – FAB 2nd Fl.; Employee strained should lifting boxes of copy paper. Injury worsened the following day/s
 - Suggest ergonomic training to departments
- 1/31/2020 – ASRC Pool; Employee was demonstrating a lifeguarding skill while underwater when their right arm became immobile before "popping back in to place"

Non-Reportable Incidents

(Date of incident, description of incident, location, committee recommendations)

- 1/10/2020 – UCB 429; Student employee was adjusting mac mini, plugging it into an external hard drive when a spark jumped up their pinky finger

Quarterly Inspection Update (provided by EHS staff)

Next building to be inspected: Engineering Building

Quarter of inspection: First Quarter



Completed Inspection Review

(Date of inspection, locations inspected, description of inspection findings, description of follow-up or resolutions, if applicable)

Old Action Items and Safety Concerns

(Date reported, description of action item/safety concern, whom it was assigned to, description of follow up, date investigated/resolved)

- 1/8/2020 – JR update final Charter to clarify term requirements
 - New terms begin in July - Resolved
- 1/8/2020 – EH schedule workplace safety inspection
 - Will inspect Engineering Building - Resolved

Rounds / New Safety Concerns

(Reported by, description of safety concern, description of committee recommendations, whether follow up is required as an action item)

- SKo –
 - Working w CPC on access control at Smith
 - Review process on turning Smith into non-public facility, request for comments is active.
 - Fill out the review form

New Actions Items and Safety Concerns

(Date reported, description of action item/safety concern, whom it was assigned to)

- 2/12/2020 – Everyone fill out comments on Smith going non-public

Meeting Adjourned

Time: 2:00 pm

Next Meeting

Date: March 11, 2020

Location: ASRC 210a