

Campus Safety Committee Meeting Minutes

Members

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

Employee Represented:

- [] Tom Bennett (TBe), Civil & Environmental Engineering
- [] Peter Dusicka (PD), Civil & Environmental Engineering
- [P] Carey Gibbar (CG), Facilities & Property Management, Chair
- [P] Lorenzo Guzman (LG), Office of the Registrar
- [P] 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
- [P] Jeffrey Smith (JS), Diversity & Multicultural Student Services
- [P] Karin Waller (KW), International Affairs
- [P] Carith Wiseman (CWi), College of Education

Employer Represented:

- [] Todd Bauch (TBa), Campus Recreation

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

Alternate:

Ad Hoc:

- [P] Karen Kraus (KK), Human Resources
- [P] Adam McCary (AM), Environmental Health & Safety

Meeting Call to Order

Date: 10/9/2019

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)

Presentations / Discussions

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

- EH - Inspection Locations
 - Cramer? When completed
 - FMH? Shortly after completion
 - Millar Library will be the location for the next inspection
- All - Badge Access Changes
 - ID credentials for Helen Gordon? Non-staff/student access?
 - SMSU working on changes for new card access doors
- CG - Benefits Fair:
 - The benefits fair is on October 10th from 10 am – 2 –pm
 - EHS can provide some supplies
 - Tabling schedule worked out

Accident / Injury Report (provided by Human Resources)

Reportable Incidents

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

- 9/2019 – Employee was replacing several faucets and incurred a stress injury in their back, causing them to miss work
- 9/2019 – Employee stubbed their toe on the door leading into the FPM office
- 10/2019 – Individual walked into the glass pane between the doors on the park blocks' side of FMH
- 10/2019 – In RLSB a student researcher pricked their finger while conducting an experiment on a mouse requiring an injection

Non-Reportable Incidents

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

- 9/2019 – An employee lifting material strained their back
- 10/2019 – Employee spilled hot food on themselves, incurring minor burns
- 10/2019 – PSO tripped over a rock at Hoffman Hall and twisted their ankle



Quarterly Inspection Update (provided by EHS staff)

Next building to be inspected: Millar Library

Quarter of inspection: Fourth 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)

- Ongoing – CG continues to monitor for emails from the Graduate Student Union regarding committee presence: resolved?

Rounds / New Safety Concerns

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

- KK - Lost access to share drive
 - EH: Add KK to Google group
- CG - How do we obtain budgeting for the Safety Committee?
 - EH: Follow up with Jeff to discuss budget

New Actions Items and Safety Concerns

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

- 10/9/2019 – EH follow-up with how to address seismic bracing in campus moves
- 10/9/2019 – EH follow-up with Jeff R. to discuss possible sources of budgeting for committee

Meeting Adjourned

Time: 1:47 pm

Next Meeting

Date: November 13, 2019

Location: ASRC 210a