SAFETY COMMITTEE MEETING
Minutes
DATE: 12/14/2017
LOCATION: LSC 306

1. Guest Introduction
   • Paul Battles – Chemical & Laboratory Safety Coordinator

2. Approval of Minutes/Members Present
   • Melissa Fadler, Drew Miller, Doug Odom, Steve Shields, David Yebra

3. Committee Reports/Updates
   • Safety Policy/Procedures Update – Odom
     o Working on Confined Space, Fire Protection, Working at Heights/Ladders
     o Bloodborne Pathogens, Confined Space Entry, Hot Work Permit to be sent to
       review members by Friday 9/15 – no report
     o Chemical Hygiene Plan now the responsibility of Paul Battles

   • Campus Walk Budget – Nunez, Shields tabled. Campus walk report distributed.
   • Building Liaison Support/Training/Checklist – Nunez, Miller, Fadler
     o Juan will be contacted to confirm status and implementation
   • Marketing Safety – Williams, Odom, Yebra
     o Yebra provided numerous upcoming events/efforts. See attached.
     o Report Safety Concerns button added to EHS & RM website

4. New Business
   • Work Order System – Safety Related Repairs: Tracking and Management – Tabled

   • Campus Safety Walk – Observations and Repair Tracking – Report handout and minor
     discussion – tabled until full committee

   • Slow Moving Guidelines – Policy in place

   • Non-Smoking Policy – Who is responsible for enforcement? Who owns the policy?
     Discussed mandatory vs. voluntary compliance. Compliance to this policy is voluntary.
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New Business Cont:

- Additional Items:
  - 1/26/18 – All Hazards Active Shooter Prepare Yourself for Emergency
  - Fire Alarm at Commencement – recommend additional staffing and assistance from EHS&RM/Safety, staff training, fire alarm system update to new code
  - Campus Power Outage – 12/21/17

- Next Meeting
  - March 22, 2018 – Location TBD

Meeting Adjourned