

# SAFETY COMMITTEE MEETING

## Minutes

DATE: 5/9/2017

LOCATION: LSC 319 – 11 AM



### 1. Approval of Minutes/Members Present

- a. Minutes approved. Spelling correction for K. Bielamowicz.
- b. Members: **Kelly** Bielamowicz, Melissa Fadler, Phillip Lyons, Drew Miller, Doug Odom, Steve Shields, Darren Williams, David Yebra

### 2. Committee Reports/Updates

- Safety Policy/Procedures – review priority – Odom
  - Priority: Chemical Hygiene Plan, Bloodborne Pathogens, Confined Space Entry, Lockout/Tagout, Hotwork Permit, Radiation Safety.
  - Additional policy review suggestions welcome.
- Campus Walk Budget – Nunez, Shields
  - Tabled
- Science Labs & Hygiene Plan Update – Odom, Williams
  - Odom performing Homeland Security Chemical Assessment.
- Building Liaison Support/Training/Checklist – Nunez, Miller, Fadler
  - PowerPoint developed by Facilities (Mary Holland). Nunez, Miller, Fadler to review and work with Holland for further development.
- Marketing Safety – Bolden, Williams, Odom
  - Tabled – will include new SGA rep., Briauna Augustus.

### 3. New Business - Discussions:

- a. Setting Annual Agenda/Goals
  - i. Agreed to set agenda as needed.
- b. Safety Policy/Procedures – voted to set those listed in the report updates as priorities. Others may be added.
- c. Odom completed Slow Moving Vehicle Guidelines in final review – to be incorporated into F0-45, Vehicle Fleet Management policy. Discussed training for gas-powered carts for operation during commencement.
- d. Lyons recommended MS Security Students assist with Homeland Security Chemical Assessment
- e. Marketing Safety – Yebra to join Williams, Odom and New SGA Representative in marketing efforts (Safety & Safety Walk). Recommended leveraging KatSafe website (road maps, spills, hurricane info, crime, student procedures, quick access to forms, videos, construction projects). Discussed updating Incident Report online form.
  - i. Develop Safety Volunteer designation, provide Talent Management Training
- f. Callbox will be installed in new parking lot formerly Sunrise Apts. No callbox planned at parking lot formerly Batch Plant.
- g. Next Meeting – September 14, 2017

### 4. Meeting Adjourned