SAFETY COMMITTEE MEETING
Minutes

DATE: 9/13/2018
LOCATION: Thomason 107

1. Approval of Minutes
   • Minutes approved.
   • Members present: Drew Miller, Kevin Morris, Juan Nunez, Doug Odom, Steve Shields, Darren Williams, David Yebra, Paul Battles

2. Committee Reports/Updates
   • Safety Policy/Procedures Update – Odom
     o Completed the following documents: Roof Access, Fire Protection, Lockout/Tagout.
     o Considering Crowd Control – Large Events. Working with UPD.

   • Science Labs & Hygiene Plan Update – Odom, Williams (Change Odom to Battles)
     o Chemical Hygiene Plan completed.
     o Hazardous Communication Plan near completion.
     o Battles to attend Radiation Safety Officer training.

   • Building Liaison Support/Training/Checklist – Nunez, Miller, Fadler (Change Fadler to Hobbs-Barrett)
     o To confirm training updates and that Liaison training is available in Talent Management.

   • Marketing Safety – (Eller), Williams, Odom, Yebra
     o Developing training for those with functional needs.
     o Developing training to focus on situational awareness, evacuation, and emotional recovery. Video shoot scheduled 10/22/18.

3. Discussion
   • Work Order System – Safety Related Repairs: Tracking and Management
     o Seeking to print items labeled as safety for committee to track progress.

   • Review of last minutes
     o Battles to follow-up on vent hood manometers functioning after power outage.
• Direction of the Safety Committee
  o Nunez recommended committee members perform a campus walk after each meeting – quarterly. Attending members agreed.
  o Nunez committee to funding the purchase of Safety Committee Member shirts for those who participate in the walks.
  o Members were invited to participate in building inspecting performed by Doug Odom.
  o Other committee members will be asked to provide committee direction feedback.

• Open
  o A recommendation to develop a meeting schedule was put on the table.
  o Miller requested that SHSU ensure roof access is locked and limited. In addition, consider controls on parking structures (anti-jumping barriers) are in place to support suicide prevention measures.
  o Discussed a separate fund for safety repairs. Discussion resulted in determining sufficient funding is available or would be made available through regular budgeting, if needed.

4. Meeting Adjourned
• Next meeting: TBD (First Week of December)
  o December 3-6 /please, send your top 2 or 3 availability dates. Time will be either 2:30 or 3:30.