

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
 - Working on Confined Space, Fire Protection, Working at Heights/Ladders
 - Bloodborne Pathogens, Confined Space Entry, Hot Work Permit to be sent to review members by Friday 9/15 – no report
 - 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
 - Juan will be contacted to confirm status and implementation
- Marketing Safety – Williams, Odom, Yebra
 - Yebra provided numerous upcoming events/efforts. See attached.
 - 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