Campus-wide Safety Committee
Minutes from April 4, 2019

1. Meeting began at 10AM. A copy of the agenda and March’s meeting minutes were distributed. All attendees were asked to sign in to document their attendance. Introductions were not necessary as all committee members were familiar with who was in attendance.

2. The minutes from February were reviewed and approved without correction.

3. Standing Reports:
   a. University Police: University Police reported minor crimes for the month of March to include simple assault and theft. They also responded to a small fire.
   b. Facilities
      i. Campus lighting – Continuing to work on maintenance associated with campus lighting.
      ii. Maintenance associated with campus pathways and landscaping has been delayed in many instances because of the unusually wet weather.
      iii. Coordinating the installation of many very large art projects for student finals
   c. EH&S
      i. The new Injury & Illness Prevention Program has been written and in review with the VP.
      ii. Working with HR to get IIPP and other safety training into the online learning program.
   d. Emergency Services
      i. There are no current emergencies on campus or in the region; outside chance of flash flood conditions in the next 5 days in the region. No action required of campus staff at this time.

4. Old Business:
   a. Spill Kits (EH&S) – Spill kits have been identified and are present in biology, chemistry and art departments. Working to get both an oil/solvent kit and acid kit in all labs. Quote from New Pig received and will work to find funding to implement.
   b. Parking Services has identified three possible locations for ridesharing pick ups. For the western villages, the bench in front of UPD will be designated. There is an emergency phone in the immediate area and it is well lit. For the eastern villages, the area outside the Tuscany Meeting Room or outside the old Beaujolais mail room are suggested due to existing lighting and proximity to an emergency phone. Concerns were expressed regarding the proximity of the mail room location to the Confidential Advocate office and the sensitivity of that space. Missy will follow up with Student Affairs to get their thoughts before making a final decision.
   c. Art students working late and sleeping in building – UPD has continued to do regular passes of the building at night checking for students working without proper supervision or sleeping; no issues reported. This issue is considered resolved and will be removed from committee business.
   d. Emergency Supplies – Emergency Services will use any remaining supply funding for additional rolling emergency kit backpacks for general distribution to safety marshals.
   e. Bollards at Tennis Court: Bollards are being fabricated; Athletics has placed signs in the meetime.
   f. Transporation of students and employees for medical treatment: Renee consulted with procurement and it is not recommended that the University consider a formal agreement with
any ridesharing companies due to issues surrounding insurance and the use of independent contractors by those businesses. They will identify an alternate plan.

5. Accident & Near Miss Review (Workers’ Compensation)
   a. Brief summary of number and type of incidents.
      i. 13 claims this month – 30% Facilities, 30% Culinary
      ii. No trends on the year

6. Departmental inspection reports
   a. Soft launch of the department inspection in the trades shops

7. New Business
   a. Cart Safety – University needs a formal program to address cart safety. This may include an update to policies, education and enforcement of the need to comply with vehicle codes (wearing headphones, talking on the phone, stop sign compliance, etc.). Facilitates is working on getting all carts identified campuswide so issues can be reported and attributed to a department or individual.
   b. Potholes on East Cotati Avenue: a member inquired about who we are supposed to contact regarding pot holes on East Cotati Avenue. Missy said those requests should be routed to the County of Sonoma.