Campus-wide Safety Committee
Draft Minutes from March 7, 2019

1. Meeting began at 10AM. A copy of the agenda and February’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:
   b. Facilities
      i. Campus lighting – Facilities will be conducting tree pruning to improve the lighting in areas where trees/limbs are obscuring the light at night.
      ii. A concern was brought up that some of the lights are not coming on in parking lot near SHC at dusk. Facilities Management to look at adjusting the photocells.
      iii. Standing water on walkways throughout campus
      iv. Facilities Management is aware of the areas and will be installing French drains to aid in the drainage of accumulating water on walkways in the months to come.
   c. EH&S
      i. The new Injury & Illness Prevention Program has been written and in review with the VP.
      ii. A New Employee Safety Orientation training deck has been developed with notes to guide the trainer. Hope to be implemented in the near future.
   d. Emergency Services
      i. During the epic storms it appears the drain cleaning was effective in preventing significant flooding from the recent downpour.
   e. Student Activities
      i. Feminine hygiene products are now available at no charge in the Student Center restrooms.
         1. Students notified about program through student clubs and word of mouth.
         2. Missy volunteered to assist and notified Marketing to assist with promoting this program.

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. Air filters in PE Building (Facility Mgmt) – The filters were inspected and deemed to be good.
   c. Night time assessment of campus lighting – once trees have been trimmed and limbed up and away from existing lighting, an assessment will be conducted.
   d. Art students working late and sleeping in building – Furniture in art buildings will be removed to prevent sleeping. A decision will be coming soon concerning building hours.
5. Accident & Near Miss Review (Workers’ Compensation)
   a. Brief summary of number and type of incidents.
      i. 8 injuries were reported in the last month of which 3 were recordable.
      1. It was brought up by the SHC that we need a method of transporting employees needing care at one of our off-site facilities.
         a. Missy emailed Stacy from Student Affairs asking her to work with Renee on identifying a method of transportation for students and employees who require medical treatment off-campus. Renee to provide update at next meeting

6. Departmental inspection reports
   a. EHS conducted an introductory walk-through of the Art Department. We will be emulating the Princeton Art Manual concerning safety in the Art labs.
   b. Spill kits are in place, but will be upgraded to provide both oil/solvent kits and acid spill kits.
   c. Training concerning spill clean-up will also be developed, and implemented to include training.

7. New Business
   a. EHS - The Fall Protection Program has been revamped along with a new Fall Prevention Training deck. A representative from DBI Sala will be at our campus on April 4th to give a training demonstration on the uses and limitations of fall protection and prevention equipment.
   b. Identify locations and lighting for ridesharing pickup – Cody is working to identify the locations for the ridesharing pickups and Missy will have them identified for the next meeting. One location has been selected – in front of UPD.
   c. DSS is moving during spring break to IT – they will have limited availability during that time.
   d. Basic needs initiative and suicide prevention. Program called I can help for students, faculty, staff and other non-mental health professionals.
   e. Emergency supplies – any ideas of products or supplies that can fit into a backpack to be deployed during an event to assist with first responder response.
   f. Ballard’s missing between the tennis courts need replacing.
      i. Missy emailed Gail and asked if she could communicate with the Athletics staff about using the pathway by the tennis courts to reach the baseball fields.
   g. Carts – students driving at night without lights. UPD has been asking students to turn on lights. Also, all employees operating a CA state vehicle need to have their driver’s license in their possession.