TO: University Safety Committee
FROM: Chad Johnson, Environmental Health and Safety Manager
DATE: April 18, 2013
SUBJECT: Committee Meeting Minutes

The University Safety Committee met February 26, 2013 in the Huston Hall Room 219 @ 4:02 p.m.

Members Present: Laurie Connelly, Kevin Hills, Gary Krug, Chris Kirby, Pat Spanjer, Martin Weiser, Jesse Dasovich, Craig Walker, Travis Denton, Chad Johnson.

Members Absent: Edwin (Quincy) Burns, Gayla Wright, Bob Bossard, Becca Harrell,

Other Staff/Guests: Aly Morgan, ASEWU; Tim Walters, University Police

Meeting Date: April 25, 2013. Meeting was held in Showalter 202. There was no Quorum. All meeting notes below are from the February 26, 2013 meeting.

I. Call to Order
Laurie Connelly opened the meeting at 4:02 p.m.
Tim Walters started off by talking about fire evacuation and emergency response (fire, bomb) and shooter response. University Police have the overall authority and work with the Cheney Fire Department.

Dorms have regular evacuation training.
New faculty members have been provided paper work on emergency evacuation and their responsibilities. Craig Walker would like to have some way to identify the building contacts (building captains and floor managers) for each building since they are to help in emergencies.
Gary Krug indicated that he may bring up the subject of emergency evacuations at a future provost and chairs meeting.
Tim Walters stated that the Shooter program video is available to help people understand what to do in a shooting emergency.
Time for this segment was 30 minutes.

Next; the minutes of the October 26, 2013, meeting was reviewed. Minutes were approved by members present.

II. Mandatory Agenda Items
a. Review of Safety and Health Inspection Reports
b. Evaluation of Accident Investigation Reports
c. Review of the Workplace Accident and Illness Prevention Program

Items A, B and C Combined.
A list of incidents, graphs and supporting documents, were provided by Chad Johnson. The incident reports and graphs for the 1st, through 4th quarters of 2012 were reviewed and discussed and compared to 2011. Specific incidents were discussed.

III. Old Business
Dental Hygiene incidents and the departmental response were discussed.

IV. New Business
A. Committee members were notified of the exploration of their comments to the committee.
B. The next meeting date was scheduled for Thursday, April 25 at 10am, in Huston 219

V. Member Comments
None

IV. Meeting adjourned at 3:10 p.m.