Environmental, Health & Safety Committee Meeting
Wednesday, May 14, 2014 – 3:00 pm – 4:00 pm
O' Connor-Buckley Conference 363

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Present: Roy Coons, Stephen Baxter, Joe Miller, Cindy Roper, Karen Murray, Danny Feitel, Rick Reyes, Ralph McFarland, Carla Berkich, Mark Bohling, Gaylen Nuckols, Christine Allman, Dennis Coplen

Guests: Sara Ussery, Lori Alvarez, Jesse Pena (UPD)

I. Call to order:
Roy Coons called the meeting to order at 3:05 pm. A motion to approve minutes from the February 19th meeting was made by Baxter and seconded by Feitel.

Coons provided the Council with an overview of the Old Business items from the February 19, 2014 meeting.

II. Old Business:
1. The Hurricane Drill on May 6. had about 70 members attending. Areas discussed were the trigger points and pre hurricane exercise.

2. Ethics and Compliance Committee-
   ▪ The objective is to have students complete their lab safety training by the first 2 weeks of class for the Fall/Spring semesters and by 2 day for the summer semesters. If training is not completed, they will not be allowed in the labs. If they miss in class training, they can complete it on-line.
   ▪ EHS will be conducting spot audits for each lab throughout the semester.

3. Closing/locking buildings after hours-
   ▪ Procedure is that the building owner or UPD will have access to the building. UPD will begin securing the buildings during their mid-shift. Each college is responsible for assigning keys to employees. All buildings have fire exits that can be opened from the inside to exit the building, preventing someone from being locked inside.

III. New Business:
1. Proposed name change for the Committee- The committee proposes the name change from Environmental, Health & Safety Committee to Health & Safety Committee. Vote was unanimous.
2. Storm Ready Designation
   - The University was recognized as a Storm Ready University by the National Weather Service in a dedication held on April 15th.
   - Will propose to the Space Committee to allow the StormReady signs to be posted at the two entrance kiosks.
   - Renewal will be in 2016.

3. Hurricane Exercise - The Hurricane Drill on May 6 and had about 70 members attending. Areas discussed were the trigger points and pre hurricane exercise.
   Coons- recommended that each department review the Tropical/Hurricane plan and know what your role is in evacuating the building. Each department is encouraged to have an action plan.
   Committee members discussed how their areas are preparing:
   - Murray- they are preparing back up of courses for blackboard
   - Nuckols- explains why photograph documentation is necessary. In situations where the University may request reimbursement from FEMA.
   - Miller- no specific plan for securing kayaks/canoes
   - Boling- Concerned about securing new athletic bus.
   - Baxter- Dean has requested plans from Researchers to secure items for research.
   - Roper- expressed concern with crosswalk in front of College of Business. It needs better pedestrian crossing signs.
   - Murray- the Health & Human Services will be hosting the Public Health 90th Anniversary education conference on campus on February 24.
   - Reyes- University Center has plan for tenants. They will be meeting with them tomorrow.
   - Feitel- They responsible for securing the pool, intramural fields, offices and computers.
   - Roper- the Library will be conducting a ½ day hurricane training.
   - Berkich- their focus will be on the students, cancelling appointments, and making sure students have the medications they need. They will secure the pharmacy/oxygen tanks.
4. Tobacco Policy
   - Policy has been approved by the general counsel. EHS has/ will post announcements in the campus announcements, ad in the student paper, and University Facebook.
   - The campus does have designated smoking areas.

IV. Announcements/Adjournments

Coons- recommended that each department review the Tropical/Hurricane plan and know what your role is in evacuating the building. Each department is encouraged to have an action plan.

Murray- attended Bio-terrorism Planning meeting regarding (MRSA). Informed committee in case of a pandemic the city is not equipped to deal with more than 30 deaths.

Miller- Summer camps begin June 9th. The University will be holding 8-9 campus on a daily basis for a total of about 1300 this summer. So be aware of students and report any safety issues to him.

Baxter- Health Care fee was approved to hire more providers.

Roper- a new Director for the Library has been hired.

Coplen- Student traffic is slowing down, they are getting ready for summer camps.

Ussery- Reminds committee not to feed feral cats outside their buildings. They are on a feeding schedule in designated areas.

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Meeting was adjourned at 3:57 p.m., and the motion was made to adjourn by Reyes and seconded by Bohling.

Next meeting is scheduled for September 17th.