

# Safety Advisory Committee

**OCTOBER 19, 2017 Meeting Minutes**
**Attendance:** "X" indicates present

	PRIMARY MEMBERS		ALTERNATE MEMBERS		Ex Officio Members		Visitors
X	Annie Bentz (Human Resources)		Angela Solesbee (Human Resources)		Andre Le Duc (SRS)		None
X	Dean Walton (United Academics)		TBD (United Academics)	X	Trish Lijana (SRS)		
	Devon Shea (Athletics)		Vicki Strand (Athletics)	X	Jeremy Chambers (EHS)		
	Faye Young (Health Center)		TBD	X	Kelly McIver (Communications)		
X	Gary Malone (SEIU)	X	Michael Omogrosso (SEIU)		Steve Stuckmeyer (SRS) - Voting member		
	TBD		Shawn Rubino (EMU)	X	Haily Griffith (EHS) - Voting member		
	Jeani Williams (EC Cares)		TBD (EC Cares)	X	Katie Jones (EHS)		
X	Ruben Moreno Eusse (Housing)		Judd Mentzer (Housing)	X	Jennifer Clark		
	Theodora Ko Thompson		Johnny Earl (SEIU)		<b>VISITORS / NEW MEMBERS BELOW</b>		
	Scott Geeting (UOPD)		TBD	X	Loretta Cantwell (Health Center)		
	Steve Pelkey (CPFM)		TBD	X	Louie Vidmar (SEIU)		
X	Shawn Kahl (OA Council)		Sarah Allen (Advancement OA Council)	X	Pat Rankin (CPFM)		
X	Cody Weaver (SRC)		Tom Huston (SRC)	X	Lisa Taylor		
X	Wade Young-Jelinek (OA Council)		TBD				

TOPIC	DISCUSSION	ACTION ITEMS
<b>Accident/Injury Report</b>	<ul style="list-style-type: none"> <li>The committee reviewed the September 2017 Accident &amp; Incident Summary Reports.</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>
<b>Review Minutes</b>	<ul style="list-style-type: none"> <li>The committee reviewed the September 2017 minutes.</li> </ul>	<ul style="list-style-type: none"> <li>The minutes were approved as written.</li> </ul>

Old Business:		
	<ul style="list-style-type: none"> <li>• Phone App for displaying next of kin / emergency contact information as an opt-in for voluntary use</li> </ul>	<ul style="list-style-type: none"> <li>• Committee proposed a long-term project for Phone App development</li> </ul>
	<ul style="list-style-type: none"> <li>• SAIF Training for committee for November 2017 and January 2018. Training will be 1 ½ hours.</li> </ul>	<ul style="list-style-type: none"> <li>• Training scheduled for 11/16/17</li> </ul>
	<ul style="list-style-type: none"> <li>• Building meeting points, trainings for new building managers.</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing. Will bring in Emergency Management</li> </ul>
	<ul style="list-style-type: none"> <li>• Pursuit of funding for CPR/First Aid training for 1) SAC members and 2) Campus employees and Emergency Response Plans for individual buildings and departments</li> </ul>	<ul style="list-style-type: none"> <li>• Funding search at a later date</li> </ul>
	<ul style="list-style-type: none"> <li>• Committee reviewed the Gerlinger Annex building inspection report</li> </ul>	<ul style="list-style-type: none"> <li>• Report approved as written. Minor follow-on asbestos wiring continuing</li> </ul>
	<ul style="list-style-type: none"> <li>• Dean Walton inquired whether there is a list of HAM radio operators for the UO, for the purposes of emergency response.</li> </ul>	<ul style="list-style-type: none"> <li>• EHS will work with Dean and SRS EM staff to develop on a HAM operator list and next steps</li> </ul>
	<ul style="list-style-type: none"> <li>• CERT Training</li> </ul>	<ul style="list-style-type: none"> <li>• EHS will push out link to CERT training and flyer PDF.</li> </ul>
	<ul style="list-style-type: none"> <li>• Trainings for building manager/liasons around emergency response plans</li> </ul>	<ul style="list-style-type: none"> <li>• Next steps TBD</li> </ul>
	<ul style="list-style-type: none"> <li>• Workplace Preparedness – active threat, fire drills, earthquake preparedness, emergency response plans,</li> </ul>	<ul style="list-style-type: none"> <li>• Departments can continue to contact Emergency Management for variety of preparedness trainings.</li> </ul>

	<ul style="list-style-type: none"> <li>Chair reviewed SAC policies and procedures.</li> </ul>	<ul style="list-style-type: none"> <li>Chair gave PowerPoint presentation on SAC Charter, committee member roles and responsibilities, and Oregon statutes.</li> <li>EHS will share PowerPoint and link to Safety and Risk Services SAC webpage, which contains charter.</li> </ul>
<b>New Business:</b>		
	<ul style="list-style-type: none"> <li>New meeting structure</li> </ul>	<ul style="list-style-type: none"> <li>Meetings will have 3-5 minute round robin style updates going forward.</li> </ul>
	<ul style="list-style-type: none"> <li>One page Safety Bulletins for building manager</li> </ul>	<ul style="list-style-type: none"> <li>Occ Health Safety Group will develop and distribute Safety Bulletins</li> </ul>
	<ul style="list-style-type: none"> <li>Autzen food service concessions volunteer safety awareness</li> </ul>	<ul style="list-style-type: none"> <li>Risk Management / Workers' Comp will follow-up with Athletics.</li> </ul>
<b>Subcommittees:</b>		
	<ul style="list-style-type: none"> <li>Lighting inspection sub-committee</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	<ul style="list-style-type: none"> <li>Building inspection sub-committee</li> </ul>	<ul style="list-style-type: none"> <li>SAC will perform the quarterly building inspection in December. Building chosen – tentatively scheduled for Health Center</li> </ul>
<b>ADJOURN</b>	<b>Thursday, NOVEMBER 16th, 2017, 9:00-10:30 a.m. *Meeting will be a SAIF Training*</b>	