

Safety Advisory Committee

SEPTEMBER 21, 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		Kelly McIver (Communications)		
X	Gary Malone (SEIU)	X	Michael Omogrosso (SEIU)	X	Steve Stuckmeyer (SRS) - Voting member		
	TBD		Shawn Rubino (EMU)	X	Haily Griffith (EHS) - Voting member		
X	Jeani Williams (EC Cares)		TBD (EC Cares)	X	Katie Jones (EHS)		
	Ruben Moreno Eusse (Housing)		Judd Mentzer (Housing)	X	Jennifer Clark		
	Theodora Ko Thompson		Johnny Earl (SEIU)				
X	Scott Geeting (UOPD)		TBD			X	Randy McCutchen
X	Steve Pelkey (CPFM)		TBD				
X	Shawn Kahl (OA Council)		Sarah Allen (Advancement OA Council)				
	Cody Weaver (SRC)		Tom Huston (SRC)				
	Wade Young-Jelinek (OA Council)		TBD				

TOPIC	DISCUSSION	ACTION ITEMS
Accident/Injury Report	<ul style="list-style-type: none"> The committee reviewed the July and August 2017 Accident & Incident Summary Reports. 	<ul style="list-style-type: none"> Occ Health group to develop an action bulletin for elevator safety. Place tape down to in center of elevator to identify proper placement of carts.
Review Minutes	<ul style="list-style-type: none"> The committee reviewed the July 2017 minutes. 	<ul style="list-style-type: none"> The minutes were approved as written.

Old Business:		
	<ul style="list-style-type: none"> • Phone App for displaying next of kin / emergency contact information as an opt-in for voluntary use 	<ul style="list-style-type: none"> • Demonstrate mobile device app for emergency contact info
	<ul style="list-style-type: none"> • SAIF Training for committee for November 2017 and January 2018. Training will be 1 ½ hours. 	<ul style="list-style-type: none"> • Jeremy will contact Dawn Jacobs to schedule a training in late 2017.
	<ul style="list-style-type: none"> • Building meeting points, active shooter, fire drills, earthquake preparedness (the Great Shakeout), trainings for new building managers. 	<ul style="list-style-type: none"> • History of campus CERT – was a one-time grant. • City of Eugene offers CERT certification training for those interested.
	<ul style="list-style-type: none"> • Pursuit of funding for CPR/First Aid training for: <ol style="list-style-type: none"> 1) SAC members 2) Campus employees and Emergency Response Plans for individual buildings and departments 	<ul style="list-style-type: none"> • The committee reviewed a hard copy of the existing AED PDF map and discussed the online AED location app to be available soon. • Pursue funding for CPR/First Aid training for SAC members. Grant funding or pro bono via local Red Cross chapter.
New Business:		
	<ul style="list-style-type: none"> • Committee reviewed the Gerlinger Annex building inspection report. 	<ul style="list-style-type: none"> • Approved as written.
	<ul style="list-style-type: none"> • Dean Walton inquired whether there is a list of HAM radio operators for the UO, for the purposes of emergency response. 	<ul style="list-style-type: none"> • Jeremy will work with Dean and SRS EM staff on a HAM operator list.
	<ul style="list-style-type: none"> • Mentoring building manager/liaison 	<ul style="list-style-type: none"> • The committed discussed the idea of maintaining a list of point people, (e.g., office managers or building managers) at every building on campus for point of contact in case of emergency.

	<ul style="list-style-type: none"> • Workplace Preparedness Month 	<ul style="list-style-type: none"> • Shawn gave a presentation on safety training events and workshops offered by Ford Alumni Center.
	<ul style="list-style-type: none"> • UO Great Shake Out - Earthquake preparedness event 	<ul style="list-style-type: none"> • Events taking place at EMU and McArthur Court 10-19-17. See flyer.
	<ul style="list-style-type: none"> • November SAC meeting will be a 90 minute training module 	<ul style="list-style-type: none"> • Dawn Jacobs from SAIF will conduct a training.
	<ul style="list-style-type: none"> • Chair will review Safety Advisory Committee Charter, member roles/responsibilities, OSHA statute. 	<ul style="list-style-type: none"> • Chair will present short SAC review.
Subcommittees:		
	<ul style="list-style-type: none"> • Lighting inspection sub-committee 	<ul style="list-style-type: none"> • SAC members welcome to participate in Annual Night Safety Walk November 9th.
	<ul style="list-style-type: none"> • Building inspection sub-committee 	<ul style="list-style-type: none"> • SAC will perform the quarterly building inspection in December.
ADJOURN		Thursday OCTOBER 19th, 2017, 9:00-10:00 a.m.