

Health and Safety Committee Meeting
UW Oshkosh
Minutes from monthly meeting – October 20, 2011

In Attendance:

Health and Safety Committee members:

Faculty (2): Dana Vaughan, Anna Filipova

Academic Staff (2): no one present, one additional appointment needed from Academic Staff Council

Represented Classified Staff (3): Kim Freier, George Paul, Rae Ann Wetzel

Nonrepresented Classified Staff (2): Dawn Dettlaff, Chuck Hermes

Students (2): Buckley Fletcher, Stephanie Krueger

Ex Officio: Joe LeMire, Pam McWilliams, Mike Morrissey, Evan Schwalbe, Randy Hedge

Safety Team members and other guests/volunteers: Jennifer Koes – student volunteer, Molly Kopplin – liaison guest rep from USRH

Absent:

Academic Staff: Jon Wilson

Nonrepresented Classified Staff: Chuck Hermes (excused)

Ex-officio: Pam McWilliams (excused)

1. Announcements:

- a. The group unanimously approved the minutes from the September meeting.
- b. Randy gave an update on membership, and introduced new members. We have one vacant position – academic staff. We have two guests today who are not official members, but are interested in attending. They may attend, volunteer, and participate at the discretion of the chair, but may not vote.
- c. Randy also discussed how we would proceed and that ***as a governance group we should proceed with advisory recommendations on issues that pertain to specific responsibilities of a department or office on campus. We reviewed our charge, and our role, and we do have a role to resolve any issues that we can informally, but also to make advisory recommendations to the administration.***
- d. Lab Safety efforts – Randy, Dana, Evan, and Mike have all been involved in some initial research and efforts to begin working with the faculty and administration on our Chemical Hygiene Plan and lab safety guidelines. They will continue to work on creating a committee with Colleen McDermott, Associate Dean of L&S. Evan is to investigate OSHA guidelines, and will explain at an up-coming accreditation meeting that we are using these for our safety efforts in the lab. Evan also hopes to eventually organize safety teams in each building that will be focused on the safety needs of each building (beyond the emergency response teams we currently have).
- e. Randy reported that the issue with some classes not complying with evacuation during recent fire drills has been reported to the Administration and they are following through with the faculty. He will let the committee know when we have further information about resolution to this issue.

2. Old Business:

- a. Snow issue. We discussed the snow removal issue at length. A motion was made by Kim and seconded by Dawn for the following **Advisory Recommendation**:
 - i. ***The Health and Safety Committee, having received feedback over the past year that students and staff with disabilities or mobility issues have had some accessibility issues to entrances to campus facilities and parking lots, makes an advisory recommendation for Facilities Management to consider extra efforts to attend to clearing snow in these areas in winter months, and consider making available a central reporting phone number available to call and report areas that need clearing.***

The committee voted unanimously to send the advisory recommendation on the issue. It will be sent to Steve Arndt, Director of Facilities Management and copied to the Vice Chancellors and governance groups.

- b. Conceal and Carry. Joe LeMire reported on recent developments with the new law on Conceal and Carry. Every campus building will be signed by November 1. All entrances and loading docks will have a sign. November 1 is the first day the State can approve applications so this will start slowly as people get permits, but out-of-State carriers of permits may have permits already that we need to honor as of November 1. Evan is talking about doing additional training on active shooter. Joe already does some of this in the residence halls. University Police is conducting an informational campaign to campus regarding the Conceal and Carry issue.
 - c. Soap Dispensed in campus restrooms – Mike is working with Pam tomorrow to install some test dispensers for the anti-bacterial. Pam is working on a PR campaign through the Health Center on effective hand washing. Mike is researching options and costs and we will revisit this issue next month to see when and if the committee desires to make an advisory recommendation on the soap.
3. New Business:
- a. Promotion of Health and Safety Committee – Evan talked about his desire to start a newsletter for the committee. Dana suggested some of our students would be good assistance on this project, and she and Evan will work on finding student interns and work with faculty to begin formulating this project.
 - b. There was no more time to discuss new business, so the following topics were tabled until the next opportunity (water in Dempsey, cut-out on sidewalk by lot 34, Letter to the Editor regarding night safety, smoking ban information).
4. PLEASE NOTE: Next meeting is Thursday, November 17, 10 a.m. in the Admin Services Conference room (D236).
5. Tentative Agenda for next meeting is:
- a. Update on membership – Randy (need one more academic staff appointment.)
 - b. Soap and hand-washing – Pam and Mike (update).
- New Business:
- c. AT letter on night safety – Dana
 - d. Smoking ban information - Dana
 - e. Other