

Health and Safety Committee Meeting
UW Oshkosh
Minutes from monthly meeting - July 28, 2011

In attendance: Dana Vaghan, Kim Frier, George Paul, Dawn Dettlaff, Joe LeMire, Jean Kawaterski, Mike Morrissey, Randy Hedge

Absent: Anna Filipova, Chris Deiuliis, Jill Reichenberger, Chuck Hermes, Jeremiah Dorn, Lauren Groene

1. Announcements:
 - a. Randy explained that Jim Johnson has been divided among several staff, and Tom's office is the main contact for Risk Management and Safety Concerns during this interim period. Randy facilitates the Health and Safety Committee meetings and the COOP planning process. We will continue to meet monthly.
 - b. Minutes. The group approved the minutes from May 19 (there was no June meeting). Jean moved to approve, Joe seconded and the minutes were approved unanimously.
2. Old Business:
 - a. Jean has spoken with OSA about student appointments. They will be making their appointments through their normal process in the fall.
 - b. Snow issue. This was tabled until the next meeting, as Adam was unable to attend.
 - c. Scooters/bikes – Joe reported on a meeting he had with Joe Blohm. The committee discussed the issue and advises University Police to continue with the emails that are sent out annually, with potentially more education outreach to inform students, faculty and staff of the legal places to park and places to ride (not only scooters and bikes, but mopeds and motorcycles). The committee also advises University Parking to consider signage at bike racks about where it is legal to ride, what the approved parking areas are, etc. The committee also recommends University Parking consider informing students, faculty, and staff of the regulations as they purchase permits (if they don't already). It is also suggested that long-range, moped and motorcycle parking be grouped together in parking lots, and bike and scooter parking be the only mode of transportation allowed in the interior bike parking racks. Randy will deliver these recommendations from the committee to University Parking and University Police.
3. New Business:
 - a. Randy reviewed the charter and the membership with the committee, as a reminder of the mission of this committee and the types of business handled by the committee. As some of Jim Johnson's duties have been divided up and assigned to other staff temporarily, we will have Mike Morrissey (handling hazardous waste) and Evan Schwalbe (handling safety training) joining the

committee on an ex-officio basis. Randy will be working on filling the vacancies on the committee over the next couple of months.

- b. Fire Drills – Mike Morrissey will be coordinating the fire drill for campus that is scheduled for September 15. He will be working with the Safety Team, and will be sending out an email to the campus about the fire drill.
 - c. Dawn asked who was coordinating the fire drills for the residence halls, since Tom Witte has retired. No one knew, but Dawn will investigate and report back at next month's meeting.
 - d. Jean mentioned that it seemed like there were quite a few branches on sidewalks this summer and wondered if the Grounds Crew was missing this. Dawn said that Mark Streufert has retired, and that Chuck was now covering the grounds responsibilities. Dawn will mention the issue to him.
 - e. Mike asked about the new Conceal and Carry law. Joe LeMire had some information, but UW System is working on the policy and interpretation of the law for campuses. We should have an update soon. Joe will have more information at next meeting.
 - f. Jean gave us a quick update on all the construction of roads as there was concern over the status and how it may impact opening.
4. Next meeting is August 18 at 10 a.m. in the Admin Services Conference Room.
 5. Tentative Agenda for next meeting is:
 - a. Snow issue. Adam
 - b. Update on the recommendations on scooters and bikes and mopeds to University Police and University Parking – Randy
 - c. Fire Drills in Residence Halls – Dawn
 - d. Sept. 18 Fire Drill – Mike
 - e. Update on Conceal and Carry law – Joe
 - f. Road Construction Update – Jean, Joe
 - g. Grounds work - Dawn