Monthly Meeting
April 15, 2013
Dempsey 212

Health and Safety Committee Members in Attendance:

- Evan Schwalbe
- Colleen McDermott
- Chuck Hermes
- Anna Filipova
- Dana Merriman
- Kim Freier
- George Paul
- Joseph LeMire
- Pamela MacWilliams
- Rabar Hawramy
- Lin Schrottky
- Christopher Stratton
- Jonathon Wilson

Guests/Visitors:

- Lori Worm
- Jamie Schwister
- Sara K. Pritzl
- Mark Haddock

Absent:

- Jennifer Koes
- Dawn Dettlaff

1. **Announcements**:

    a. The group unanimously approved the March 2013 minutes.

2. **Old Business**:

a. *Tobacco Free Campus (TFC) – Dana*

- The TFC *ad hoc* subcommittee has received what amounts to a gag order from OSA in a letter accompanying OSA Resolution 12-023 stating OSA's objection to a TFC policy. The resolution states:
  - Violation of shared governance. Student terms on Health & Safety Committee expired, but continued to work on the Tobacco Free Campus committee. (2011-2012 student governance). Students are appointed to H&S by OSA each year, but the 2012-13 OSA appointees did not join the 2011-12 appointees working on the TFC. Dana noted that OSA did not object to this situation in October-November 2012 when they made several edits to the survey and then approved its distribution to students.
  - The results of the survey "over sampled" faculty and unclassified staff of UWO.
  - The 3 public hearings lacked student attendance, "further hindering student opinions and opportunities to learn about the Tobacco Free Campus policy".
- OSA demands that the TFC *ad hoc* subcommittee suspend all activities including education. Committee work has therefore ceased at this time.
  i. Unsure whether website should be taken down; OSA said nothing about this.
- The TFC has not actually made any TFC policy recommendations as of yet, instead H&S has considered the existing tobacco policy.
- Invite the OSA president to a H&S meeting and discuss a plan with them for the upcoming year and stress the importance of a partnership with them?
- Grant funding was accepted for the TFC's educational efforts in 2013 and TFC has pursued grant objectives.
  - Grant expires June 1; the funds for this year haven't been spent. Dana would be willing to send the money back to them.
- Lori mentioned she will discuss with Tom Sonnleitner.
  - *Actions*:
    - We need some guidance from the executive leaders before further TFC activity resumes.
    - Lori will discuss with the VCs.
    - Colleen will discuss with Dr. Earns and Dr. Koker.
    - Dana will provide a timeline of events for the executive leaders.

b. *LSSST Update - Colleen*

- Tom Sonnleitner will be receiving shortly the recommendations regarding chemical inventory and chemical safety information management systems.
  - These recommendations will provide the best system and vendor options.
  - To save on costs, a recommendation will be made to collaborate with another campus.

- A separation form has been approved by HR and developed.
    - For faculty/staff that will be ending employment with UWO, they will need to check off with their supervisor that the labs were inspected prior to their end of employment.

c. *Healthcare & Public Health in America – Dana*

- The library has purchased the DVD and is now available for check out.
- Official title is called, *"Escape Fire*."

d. *Campus Safety and Health Review - Evan*

- This topic will be tabled for next month.
- Lin thanked Evan and Chuck for the barricades.

3. **New Business**:

a. *Personal Health Assessments – Jamie Schwister & Sara Pritzl*

- Documents were distributed to promote the Personal Health Assessments (PHA) offered to all employees free of charge at the end of April and beginning of May.
- Jamie provided some background information regarding Well Oshkosh and the purpose behind the assessments.
    - Goal of Well Oshkosh is an initiative to connect local businesses, organizations, and schools, to improve the health and productivity of their workplace, reduce healthcare costs, and further cement the image of Oshkosh as a great place to live and work.
    - Over 20 area businesses have made the commitment to the Well Oshkosh project; for example, YMCA, Bethel Homes, Bemis, Oshkosh Corporation to name a few.
- Committee members were concerned about these assessments.
    - Are they coming back to offer the post assessments?
    - What happened with the information the last time these assessments were completed? Where is the data going?
- The committee felt a better PR job needs to be done in order to get faculty and staff to complete the assessments and to trust the process.
- Jamie asked the committee if someone would like to be a part of the Healthy Titans committee to help promote this initiative.

b. *Charter Review: - Evan*

- The terminology needs to be changed in the document.
- Appointing authority for each of these groups will need to be documented in the charter.
- A report will be given to the Provost by Evan.
- Change the part that we meet on the second Thursday.
- A date needs to be added to the document.
- Address the co-chairs elections.
- Under management responsibilities, page 2, change the wording to **support** and/or **advise** committee. (Not deciders)
- Clarify the meaning of management.
    - Administration means the Chancellor on down.
    - This is a top down approach.

c. *Appointment Expirations: - Evan*

- The appointment periods needs to be updated in the document.
  - School year to school year?
  - Calendar year?
- Keep looking at this charter. The website is showing expiration dates for some committee members.
  - April Dutscheck in the Senate of Academic Staff office is a good resource to find out the dates of their appointments.
- When are our students appointed?
  - Go to OSA and ask them the appointment time. Jean Kwaterski, Student Affairs, would be a good resource too.

d. *Safety Office Report: - Evan*

- The safety inspections will be completed by the safety teams.

4. **Other Issues/Concerns/Items for Discussion:**

- Vice Chancellor Roter was recently on the news discussing the death of an UW-Madison student from Meningitis.
  - It is not mandated for students to show their immunizations record before residing in the residence halls.
  - The state law is to provide education only.
  - Pam mentioned education is provided to all students during orientation.
- Tornado drill on Thursday, April 18.
  - An email will be sent this week on what to do and where to go.

5. **Tentative Agenda for Next Meeting**:

i. Summer meeting schedule
ii. Update on Tobacco Free Campus resolution
iii. Website issues
iv. Charter review

***NEXT MEETING**: Monday, May 20, 2013, at 10:00 a.m. in Administrative Services.*