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Health and Safety Committee Meeting
UW Oshkosh
Minutes from monthly meeting – March 15, 2012

In Attendance:

Health and Safety Committee members:

Faculty (2): Dana Merriman, Anna Filipova

Academic Staff (2): Jon Wilson

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

Nonrepresented Classified Staff (2):

Students (2): Buckley Fechter

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

Safety Team members and other guests/volunteers: Jamie Schwister

Absent:

Academic Staff: Christopher Stratton

Represented Classified Staff: George Paul

Nonrepresented Classified Staff: Chuck Hermes, Dawn Dettlaff

Students: Stephanie Krueger

Ex-officio: - Pam McWilliams

1. Announcements:

- a. The group unanimously approved the minutes from the February meeting.

2. Old Business:

a. Soap and hand washing issue. There was no update available for the hand-washing education initiative as Pam was not able to attend. We will look for an update at next meeting.

b. Promotion of the Health and Safety Committee. The third issue of the newsletter is out. Joe LeMire is writing an introductory story about himself and his hopes for the Health and Safety Committee, in his role. Evan is encouraging everyone to take a turn so that you can get visibility with your constituents through the newsletter, so they are more aware that you represent them on health and safety.

c. SPARKS grant. The SPARKs grant has been approved in the amount of \$1,500, which is \$500 more than we requested. Thanks to Dana for writing the grant. Buckley Fechter is student chair of the task force that is organizing the activities of the grant. Stephanie, Pam, Kim, Dana, and Buckley are currently members of the task force. A meeting will be called next week to begin planning this exploration process. The full committee discussed issues at length that may be helpful in planning, and the task force will meet with various stakeholders and begin their work. One of the first items on their agenda is to work with Integrated Marketing to determine communication messages and strategies as we begin. When the first press release is ready, we will inform the committee so we can all take accurate information to our respective governance groups.

3. New Business:
 - a. Evan shared the organizational chart that has been developed outlining the various components of health, safety, risk management, emergency planning and hazardous waste management/disposal. There are some newer components on the organizational chart, including a bio-safety committee that will serve the science labs and other academic programs that require lab safety plans, have hazardous waste, and have need for a review of research. There are also the Safety Teams and Emergency Response Teams that need development.
 - b. The Emergency Response Guide was handed out. Please review this and provide feedback to Evan. He will be coordinating the next update to this publication that goes out annually. We will review any further comments about the Guide at the next meeting.
 - c. We discussed recent crimes on campus, and Joe LeMire explained that these were crimes that are fairly common, and there was no reason for alarm. The safety bulletins that went out were meant to inform, and further improve safety on campus. Previously, the University Police had not been as proactive with safety bulletins, and Joe is noticing an increase in tips called in to the department, based on people being more aware due to the safety bulletins.
 - d. We also discussed fire drills a bit. Mike will be coordinating a drill for Sage Hall as it is a new building. We also talked about the paper on windows of offices and the problem that creates for firemen if there were to be a fire. Resolution of this issue is something administration will need to consider.
4. PLEASE NOTE: Next meeting is **Thursday, April 26, 10 a.m.** in the Admin Services Conference room (D236). **This is one week later than we typically have the meeting due to an Emergency Planning Seminar** that Mike and Randy will be attending the week before. The meeting will have to conclude by 11 a.m. as there is another meeting at that time.
5. Tentative Agenda for next meeting is:
 - a. Old Business:
 - i. Soap and hand-washing – Pam and Mike (update).
 - ii. PR for Health and Safety – Evan
 - iii. SPARKS progress report
 - b. New Business:
 - i. Other