

USU-Eastern Safety Committee

DETAILS

Date: November 29, 2016
 Start Time: 12:30 pm
 End Time: 1:35 pm
 Location: CIB 208 and Blanding Conference Room

MEMBERS IN ATTENDANCE

Name	
Juanita McEvoy	Lynn Archuleta
Gillan Bishop	Garth Wilson
Sherry Arellano	Kyle McArthur
Cameron Mix	

ADDITIONAL ATTENDEES

Name	
Tana Christensen	

MEMBERS ABSENT

Name	
Karl Burnside	Greg Dart
Kyle Willis	John Weber
Rachel Walton	
Larry Lee	

AGENDA ITEMS

New Business	<ul style="list-style-type: none"> • Review of Safety meetings with various areas. <ul style="list-style-type: none"> ○ Staff was sent Policy 337 and 342 for review and asked to read them. Juanita will meet with them in department groups in December to discuss the policies and to voice safety concerns. ○ PTE Faculty meeting was attended by Kyle McArthur and Cameron. The faculty had read the policies and had questions. A lot of the questions related to where their various labs fit in the policy and what they were responsible for. Other issues were planning and training for active shooter and workplace violence. • We now need to compile a list of safety concerns for the campus. Blanding discussion to be added by December. • Reporting accidents 	
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	<ul style="list-style-type: none"> ○ How do we report accidents involving injuries to people (employees, students and visitors)? ○ Who is required to report accidents? What should happen if an accident is discovered not reported? ○ Who do they report the accident to? ○ It would be ideal if there were one report that could be submitted to one location to avoid confusion. ● Fire drills <ul style="list-style-type: none"> ○ Juanita will be conducting fire drills in buildings on campus during winter break. This needs to be done to fulfill a risk management requirement for the state. This time will be used for training building marshals in building evacuations. 	
Old Business	<ul style="list-style-type: none"> ● No old business 	
Safety Activities	<ul style="list-style-type: none"> ● 	
Review of Accidents	<ul style="list-style-type: none"> ● Accidents in Food Services briefly discussed. Time will be allotted next meeting to discuss any new accidents. 	
Report on Inspections	<ul style="list-style-type: none"> ● No Inspections 	
Next Meeting	<ul style="list-style-type: none"> ● January – during common hour on a day when there are no conflicts with other council meetings. 	