

USU-Eastern Safety Committee

DETAILS

Date: April 18, 2017
 Start Time: 12:30 pm
 End Time: 1:35 pm
 Location: CIB 208 and Blanding Conference Room

MEMBERS IN ATTENDANCE

<i>Name</i>	
John Weber	Lynn Archuleta
Sherry Arellano	Juanita McEvoy
Karl Burnside	Kyle McArthur
Cameron Mix	Garth Wilson

ADDITIONAL ATTENDEES

<i>Name</i>	
Tana Christensen	
Eric Mantz	

MEMBERS ABSENT

<i>Name</i>	
Larry Lee	Rachel Walton
Gillan Bishop	Kyle Willis
Greg Dart	

AGENDA ITEMS

New Business	Campus-wide Safety Dialog – Greg had agreed to lead a campus wide dialog to discuss the Safety Policies. Greg was not available to comment.	
	<p>Training Options - staff once a quarter – twice the same day with recordings of trainings for those that cannot attend.</p> <p>Power point training modules with the ability to record which staff and faculty looked at them, as well as short question section at the end.</p> <p>Combination of both?</p> <p>Power points were preferred because they could be taken by the faculty/staff at their convenience. There could be a new topic each quarter.</p>	
	<p>Report on FEMA training</p> <p>The training was Multi-Hazard Emergency Planning in Higher Education. It was attended by Karl, Juanita, Cameron, Eric, Lynn, and Tana. It was a</p>	

	<p>good training with a lot of information. There are a lot of things that we are not doing as a campus that we should be. We will start working on an Emergency Operations Plan that is consistent with Utah State, but modified to fit our institution and community.</p> <p>To begin this process, we will look at the basic plan from Utah State, as well as a few plans from institutions comparable to ours. We will review these plans in the next meeting.</p>	
	<p>Committee Organization – we need to remind Safety Committee members of the importance of attendance. If a member is not able to attend, they may (should) send someone to represent them.</p>	
Old Business	<ul style="list-style-type: none"> • Online accident reporting form – we need to provide education on the use and necessity of using this form – Cameron will write instructions for faculty/staff and students and they will be distributed to campus. • Mental health update – person hired but will not be here until mid-august. • High school drivers – no change 	
Review of Accidents	<p>It has been suggested that we look at standing desks for people with back issues. There has been a Herniated disk reported as well as a groin hernia. There was also an accident involving a fleet vehicle.</p>	
Report on Inspections	<p>None.</p>	
Next Meeting	<p>End of May – Date to be determined.</p>	