MEMORANDUM

Date: December 7, 2015

To: CAMPUS HEALTH & SAFETY COMMITTEE

Anita Barker, Intercollegiate Athletics & Recreational Sports
Jamie Clyde, Associated Students
Stanely Crane, SETC
Kevin Doyle, Facilities Management and Services
Lauri Evans, Disability Support Services
John Feeney, University Public Safety Committee
Cindy Leonard, Agricultural Teaching & Research Center
Vincent Ornales, California Faculty Association
Phillip Sacksteder, CSUEU
Yvette Streeter, Environmental Health and Safety
Michael Switchenbank, University Police Department
Gloria Torbeck, University Housing and Food Services
Charles Turner, California Faculty Association
Linda Vidovich, Manager, Benefits, and Worker’s Compensation Unit

From: J. Marvin Pratt, Director of Environmental Health and Safety

Subject: Campus Health and Safety Committee Meeting of December 7, 2015


Absent: Jamie Clyde, Lauri Evans, Cindy Leonard, Vincent Ornales, Yvette Streeter, Michael Switchenbank, and Linda Vidovich.

The Campus Health and Safety Committee meeting commenced at 2:00 p.m. in the EOC/Training Room located in Park II, Room 119.

Approval of Minutes – September 8, 2015

The minutes of September 8, 2015, were approved as submitted.

Review of Accidents (July - September 2015)

Mr. Pratt presented to the Committee members a summary of reported accident/injuries from July – September 2015. The summary represented injuries by department; type of accident; and first aid, medical, or informational only. The type of injuries reported were sprains to wrists and hands; strain to neck and shoulders, lower back, and ankle; slip, trips and fall; puncture wound; bug sting; improper lifting; respiratory issues due to mold and mildew; and lacerations.
Mr. Pratt advised Back Safety Training continues to be presented to the Campus Community by Dustin Krampitz, Outpatient Therapy Supervisor with Enloe Medical Center. The next training will be offered to University Police.

Review of Inspections

Mr. Pratt presented to the Committee members a report on building inspections and surveys from July – September 2015. The report covered Facilities Management and Services, Meriam Library, Performing Arts Center, Physical Sciences, Plumas Hall, Safe Place, and Shurmer Gymnasium. Findings were unlocked electrical panels, low overhead clearance, unsecured installation of equipment, flammable liquid storage, housekeeping, emergency light issues, fire extinguishers needed, and SPCC inspections on various Campus buildings.

Mr. Pratt advised Spill Prevention, Control, and Countermeasures (SPCC) for the Campus and Farm is a federal requirement for facilities with above-ground storage tanks/containers and/or oil handling procedures.

Discussion on AED Units

Mr. Pratt advised there are 29 Cardiac Science PowerHeart G3 Plus Automatic Defibrillators and one Zoll AED Plus (Version 6.24.) The Department of Environmental Health and Safety is responsible for ensuring that each defibrillator is maintained; maintains records of pad/electrode and battery replacement dates; annual and monthly inspections are performed and documented by EHS.

Mr. Pratt reported Environmental Health and Safety has received funds to purchase seven (7) additional Cardiac Science Powerheart G3 AED units. However, the G3 AED units are currently on backorder with no estimated date of delivery. The vendor has offered the University the Powerheart G5 AED unit at a cost of $1,395 each; the same cost as the Powerheart G3 AED unit, a discount of $300 per unit.

The G5 has a touch button to change the voice prompts to one of the dual languages (English or Spanish) without restarting or delaying the rescue.

It was the consensus of the Committee members to purchase the Cardiac Science Powerheart G5 AED units at a cost of $1,395.

Mr. Pratt noted the AED location map and Program information are on the Emergency Preparation website.

University Employees Emergency Response Guide

Mr. Pratt advised the "Emergency Preparedness Plan" dated 2010 is no longer current and should be removed and recycled. This plan has been replaced by the "University Emergency Response Guide" and provides important information related to appropriate actions to take during a variety of emergencies that could possibly occur on Campus or affect the Campus.

The Guide is available on-line and is recommended that it be bookmarked for quick and easy access.
Providing this document on-line allows for periodic updates as needed, avoids the use of massive amounts of paper, and the time required for Campus-wide distribution. In addition, this allows all employees to reference the same and most current version of the Guide.

We highly recommend all members of the Campus community to review and be familiar with the information provided in the Emergency Response Guide. Planning ahead can be critical in regards to your safety and that of others during an emergency.

Winter Weather Considerations – Appropriate Footwear, Walkways, Floors, Walk-off-mats

Mr. Pratt advised with the rainy season upon us to be aware of wet and slippery surfaces, such as entry/exit ways, hallways, sidewalks, and parking lots. Slips, trips, and falls occur due to a loss of traction between the shoe and the walking surface. Outdoor surfaces can change considerably when weather conditions change. Those conditions can then affect indoor surfaces as moisture is tracked in by pedestrian traffic.

The shoes we wear play a big part in preventing falls. The soles (slip resistant) and the type of heels worn need to be evaluated to avoid slips, trips and falls.

Discussion of Staff Safety Award Selection Process

Mr. Pratt advised that each year the University issues a Staff Safety Award to a staff member or employee group who goes beyond their regular duties in promoting safety and making the work place safer. This could be a single act of safety or a continuous contribution to a safe work environment. The award recipient is presented with a plaque/certificate and a monetary award. Recipients may also be eligible to compete for the State Governor’s Employee Safety Award.

Mr. Pratt stated he would like to send the Staff Safety Award Nomination announcement in January with a deadline date of March 25, 2016. The nominations could be forwarded to the Committee members with an electronic voting.

Gloria Torbeck expressed she liked the electronic vote, and possibly, have the recipient announced at the Staff Award Luncheon held in April.

Other

Phil Sacksteder expressed a concern for defrosters and windshield wipers in the Grounds Club Carts.

Kevin Doyle responded this item has been addressed with Jeff Hensley and if a cart is unsafe it should not be driven.

Mr. Doyle noted that by the end of the fiscal year all night Custodians will have hand-held radios.

There being no further business, the meeting adjourned at 2:35 p.m.