



Memorandum

Date: August 1, 2013

To: Paul Zingg, President
Cabinet

From: Lauri Evans, Chair
Campus Health and Safety Committee

Subject: Campus Health and Safety Committee Annual Report 2012/13

Introduction

This report is submitted in accordance with Executive Memorandum 07-19 that directs that the Campus President and Cabinet be provided an annual Campus Health and Safety Committee report.

The Campus Health and Safety Committee (Committee) was established due to new language in the CSUEU bargaining units' contract, effective January 2007, requiring a University-wide committee - Executive Memorandum 07-19. The Committee is an advisory committee on matters of health and safety, to increase health and safety awareness among all members of the Campus community, and aid in the implementation of health and safety provisions contained in the collective bargaining agreements. The Committee will make recommendations to assist the Department of Environmental Health and Safety in achieving the University's goal of creating a safe environment that is most conducive to the mission of the University.

The mission of the Campus Health and Safety Committee is to address work-related health and safety concerns stemming from working conditions. The Committee may assist the Department of Environmental Health and Safety in its role with the University Public Safety Advisory Committee and the University Police Department with issues that may include both work-related health and safety issues and public safety issues that concern law enforcement.

Campus Health and Safety Committee

Fiscal Year 2012/13 the Campus Health and Safety Committee continued to meet on a quarterly basis. During this fiscal year, the Committee addressed the following areas.

❖ **Animals on Campus.** The Director of Environmental Health and Safety worked closely with Accessibility Resource Center and University Housing and Food Services to establish a draft policy for animals on Campus.

The policy will require, animals, even though leashed, shall not be brought on-Campus, including all buildings, because of significant health, safety hazards, and nuisances created by animal's on-Campus. The exception would be for:

Service Animals are any dogs that are trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals.

Students who use a service animal are to sign the Service Animal Agreement available at the Accessibility Resource Center, and provide an ARC accommodation form to instructors.

Assistance Animals is any service animal, as defined above, as well as an animal needed for emotional support. An individual may keep an assistance animal as an accommodation in University Housing if the individual has a disability; the animal is necessary to afford the individual an equal opportunity to use and enjoy a dwelling; and there is an identifiable relationship between the disability and the assistance the animal provides.

The University may exclude an assistance or service animal from campus, including University Housing, if the animal is not housebroken; would cause substantial physical damage to the property of others; would pose a direct threat to the health or safety of others; would fundamentally alter the nature of a program or activity; or is not being cared for by the individual.

The policy will be forwarded to the University Administration for consideration.

❖ **Emergency Preparedness for New Employees.** Per Executive Order 1056 all new employees will receive Emergency Preparedness Program training within 12-months of their hire date. This course is an introduction to employee's potential roles in an emergency, the campus' Emergency Operations Center, the Incident Command Structure, the National Incident Management System as well as the Standardized Emergency Management System.

We also encourage the entire Campus community to take the on-line training.

❖ **Globally Harmonized System.** OSHA has passed several changes to the Hazard Communication Standard which is to be phased in over the next few years. The HazCom Standard covers the labeling of chemical containers and the Material Safety Data Sheets. The updated regulation is referred to as Globally Harmonized System or GHS, which will standardize chemical labeling and MSDS's.

The first requirement is for the University to train employees, including student employees, on how to read the new labels and "safety data sheets". EHS will introduce this training in the early Fall Semester to allow employees time to complete the short online training in time to meet the deadline. Academic Departments will have the additional requirement of training students in their respective areas.

The second requirement will be for the University to ensure that all chemical containers are labeled with the appropriate GHS-Hazcom labels. While newly purchased chemicals will soon be shipped with the new labels, chemicals already in stock, which do not meet the new criteria, may be required to be re-labeled within the next couple of years, if they are not used or disposed of prior to the applicable deadlines.

The Department of Environmental Health and Safety hosted a workshop on May 30, 2012, where the requirements of the regulations, the Campus implementation plan, and some current labeling software and hardware options were presented to numerous departments.

❖ “The Great California ShakeOut”. On Thursday, October 18, 2012, “The Great California ShakeOut” was held at 10:18 a.m. and is the largest earthquake drill world-wide. Last year more than 12.5 million people were registered to participate.

While Chico may not be in the highest seismic zone in California, we are not immune from earthquakes. Unsecured items such as shelving, cabinets, furniture, books, decorative items, can cause injuries. Would you know what to do during an earthquake? How would out-of-the-area family or friends contact you? Do you have a plan?

While California is more likely to have earthquakes than other States, they can take place almost anywhere. The Great ShakeOut is an annual opportunity to educate and become aware on how to be safe during an earthquake by “Drop, Cover, and Hold On.”

- **Drop** to the ground
- **Cover** by getting under a sturdy desk or table
- **Hold On** to the table until the shaking stops

The Great ShakeOut encourages individuals, schools, and the community to review and update emergency preparedness plans and supplies, to educate on how to secure your home and office, and how to prevent damage and injuries.

There were 7,188 Butte County participants and 9,446,265 California participants in the 2012 ShakeOut.

❖ Automated External Defibrillator (AED) Use. There are 23 Cardiac Science PowerHeart G3 Plus Automatic Defibrillators and one Zoll AED Plus (Version 6.24) most of which are at publically accessible locations throughout the campus. Of these units, there are five (5) AED’s in University Police Patrol vehicles and one (1) AED is located at the College of Agriculture (Farm.)

The AED Program has been established and managed in accordance with the California Health & Safety Code, Section 1797.796, and meets the guidelines set-forth by the American Heart Association and the American Red Cross.

The AED Program is medically supervised by the Director of the Student Health Center, who verifies the University is compliant with applicable regulations, provides medical oversight for the program, and approves CPR/AED training. The AED Program Director conducts an incident review each time an AED is used.

The AED Program is managed cooperatively by the Department of Environmental Health and Safety (EHS) and University Police Department (UPD).

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; and monthly and annual inspections.

The local Emergency Medical Service (EMS) have been provided the location, type, and number of AEDs that are at CSU, Chico.

❖ At the beginning of each year the Department of Environmental Health and Safety announces to the Campus Community that nominations are being accepted for the Staff Safety Award. In April 2012, the Committee selected the 2012 Staff Safety Award recipient.

The Committee received one (1) nomination for the 2012 Staff Safety Award. The nomination is for Shelley Laya, Josh Faylor, and Katie Nicca. These individuals are nominated for their quick response and teamwork in saving a young man's life.

"It started as a normal Monday evening at the WREC Center Gymnasium, and then suddenly, the evening turned into a life threatening situation. On November 26th a student collapsed while working out and was found unconscious on the floor.

Assisted by an off-duty volunteer firefighter/student, the three student employees responded and immediately started CPR, then quickly utilized the Automatic External Defibrillator (AED) which successfully revived the student.

Quickly working together and using the step-by-step instruction, the AED was applied to the chest of the student, allowed to analyze the victims heartbeat, and administered shock in 66 seconds.

The student, who had experienced a cardiac arrest, is alive and well today thanks to the efforts and training of the student employees and the off-duty volunteer firefighter/student who assisted them."

❖ Moonlight Safety Walk. On October 3, 2012, the 8th Annual Moonlight Safety Walk was conducted. The Walk begins at 6:30 p.m. and ends at approximately 9:00 p.m. Approximately 60 participants are divided into four (4) teams to walk throughout the Campus to identify safety hazards, such as lights that are out, overgrown brush, and testing of the Blue Light Phones. The participants addressed inadequate lighting, Blue Light Phones not working or low volume (are now working); lights were out; areas were identified as needing light; and tripping hazards. These locations were addressed as areas of concern for faculty, staff, and students walking in these areas during evening hours.

❖ Carol Jordan, Deputy State Fire Marshal, continues to work with the Department of Environmental Health and Safety on building inspections of Ayers Hall, Butte Hall, Esken Hall, Gateway Natural History Museum, Konkow Hall, Langdon Hall, Laxson Auditorium, Mechoopda Hall, O'Connell Hall, Siskiyou Hall, Student Health Center for accreditation, Sutter Hall, Tehama Hall, and University Village.

A few issues that have been addressed are heat producing appliances such as toasters, plate and cup warmers, and floor heaters; occupancy corrections; improper use of extension cords; housekeeping (such as improper installation of bookshelves, excessive book and paper collections); service of fire extinguishers; proper storage of chemicals; maintain unobstructed exit of pathways; discontinue wedging of fire-rated doors; trouble condition on fire alarm panels; and repair of smoke detectors.

❖ The Director presented EH&S 2012/13 Statistics charts on injuries reported from the 2012 OSHA 300A log. The charts represented injury reports by department; body parts; month; and ergonomic. The type of injuries reported are injuries to wrists, hip, neck, shoulders, back or lower back; hands; ankles, knees; and injury to eyes. Injuries are caused by slipping or tripping and falling; repetitive motion; improper lifting; bug bites; bee sting; and minor lacerations or puncture wounds.

The charts represented injuries by department, body parts, month, and ergonomic; and provided information on the total number of employees, the number of employees by department, hours worked, and number of accidents per hour.

Miscellaneous

The future goals of the Committee and current health and safety projects are:

- Daily Attire for Lab Workers and Others