Date: January 23, 2015

To: CAMPUS HEALTH & SAFETY COMMITTEE

Anita Barker, Intercollegiate Athletics & Recreational Sports
David Buckley, Associated Students
Daniel Currie, SETC
Lauri Evans, Disability Support Services
Robyn Hearne, University Public Safety Committee
Cindy Leonard, Agricultural Teaching & Research Center
Neil Nunn, Facilities Management and Services
Phillip Sacksteder, CSUEU
Yvette Streeter, Environmental Health and Safety
Michael Swithenbank, 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 January 23, 2015


Absent: David Buckley, Daniel Currie, Cindy Leonard, Phillip Sacksteder, and Charles Turner.

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

Welcome and Introduction

The meeting was opened by welcoming and introducing the Committee members.

Approval of Minutes – December 12, 2014

The minutes of December 12, 2014, were approved as submitted.
Review of Accidents

Mr. Perrelli presented to the Committee members a summary of reported accident/injuries for December 2014. The summary represented injuries by department; type of accident; first aide, medical, or informational only. The type of injuries reported were slip, trip, and falls; cracked ribs; fractured bone; and a strained shoulder.

Discussion followed regarding Facilities, Management, and Services has been contacting the City of Chico regarding uneven surfaces of City sidewalks around and near the Campus; however, FMS has been unsuccessful in working with the City of Chico to resolve this issue.

Review of Inspections

Ms. Streeter presented to the Committee members a report on building inspections and surveys for December 2014. The report covered Langdon Hall, Plumas Hall, Kendall Hall, Holt Hall, Performing Art Center Basement, Physical Science Building, Student Services Center, and Nettleton Stadium. Findings were improvements in storage rooms (organized and clear walking paths), securing of gas cylinders, housekeeping, water leak inspection, and elevator pump hydraulic leak.

Discussion of Slip, Trips, and Falls

Yvette Streeter reported on slips, trips and falls as being a serious workplace risks. Slips often result from wet or oily floors and loose rugs or mats, cluttered walkways, poor lighting, open drawers, and uneven surfaces.

To prevent slips, trips and falls:

1. **Housekeeping:**
   - Clean up spills as soon as they occur.
   - Report large spills to Facilities Management and Services at 898-6222.
   - Mop or sweep up debris from floors.
   - Do not place obstacles in walkways.
   - Report curled or frayed mats and carpets to FMS.
   - Close cabinets or drawers when not in use.
   - Keep workplaces and walkways well-lit.
   - Report to FMS burned-out lightbulbs and faulty switches.

2. **Proper footwear:** In workplaces with oily or wet floors, or where workers spend a lot of time outdoors, proper footwear is important to prevent slipping and tripping. Because of the multiple hazardous conditions that exist – as well as a large range of safety footwear – employees can consult with shoe store experts or their supervisor to determine the best shoe for your particular job.

3. **To reduce the risks of slips, trips and falls at work, we recommend:**
   - Pay attention when walking, do not rush.
   - Report flooring that is not in good condition.
   - Ensure views are not obstructed.
2014 Staff Safety Award

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.

The deadline for submittals is Monday, March 27, 2015.

Discussion followed regarding a nomination was submitted for the Governor’s Employee Safety Award (GESIA), Department of General Services, ORIM, Health and Safety Unit on behalf of Mr. Barta. All nominations were due to ORIM by September 1, 2014. As of this date there has been no correspondence or communication received from ORIM.

Other

Yvette Streeter advised that the Department of Environmental Health and Safety, Information Technology Client Services, and Professional Development are in the process of implementing a new Development and Training System (DTS). The new DTS is to provide the campus with one system to deliver and track all development and compliance training for CSU, Chico.

They are currently in the process of moving all training history from the EHS Learning Management System and the CSU SkillSoft system into the new DTS.

Gloria Torbeck expressed a concern for the new gate installed on Legend Avenue. The arm of the gate comes down on the red curbing (edge of the curb line), not on the sidewalk. Ms. Torbeck requested for FMS to take a look at the new gate.

Anita Barker expressed a concern regarding the number of lights that are out in the parking lot at Nettleton Stadium.

There were also concerns expressed for the number of lights out in Parking Structure I located at Second and Ivey Streets. It was reported that approximately 70% of the lights are out.

The Committee members asked if there was information from the 2014 Moonlight Safety Walk. Neil Nunn advised he would bring that information to the next Committee meeting.

There being no further business, the meeting adjourned at 3:00 p.m.