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# M E M O R A N D U M

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Date: November 6, 2012

To: CAMPUS HEALTH & SAFETY COMMITTEE

Anita Barker, Intercollegiate Athletics & Recreational Sports  
David Buckley, Associated Students  
Lauri Evans, Disability Support Services  
Brian Exparza, SETC  
Robyn Hearne, UPSAC  
Cindy Leonard, Agricultural Teaching & Research Center  
Mario Mena, CSUEU  
Neil Nunn, Facilities Management and Services  
Yvette Streeter, Environmental Health and Safety  
Michael Swithenbank, University Police Department  
Gloria Torbeck, University Housing and Food Services  
Linda Vidovich, Disability Programs and Worker's Compensation

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

Subject: CAMPUS HEALTH & SAFETY COMMITTEE MEETING MINUTES OF SEPTEMBER 12, 2012

Present: Lauri Evans, Brian Exparza, Cindy Leonard, Neil Nunn, Yvette Streeter, Michael Swithenbank, and Linda Vidovich.

Absent: Anita Barker, David Buckley, Robyn Hearne, Mario Mena, and Gloria Torbeck.

The Campus Health and Safety Committee meeting commenced at 1:30 p.m. in Student Services Center, Room 306.

## Welcome and Introduction

Ms. Evans, Chair, opened the meeting by welcoming and introducing the Committee members.

## Approval of Minutes – May 3, 2012

The minutes of May 3, 2012, were approved as submitted

## Animals on Campus – Marvin Pratt

Mr. Pratt stated that due to several complaints received and at the request of Lorraine Hoffman, Vice-President for Business and Finance, he met with Accessibility Resource Center and University Housing and Food Services to establish a policy for animals on Campus.

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.

## Moonlight Safety Walk – October 3, 2012

Mr. Pratt reported the 8<sup>th</sup> Annual Moonlight Safety Walk was held on Thursday, October 3, 2012, at 6:30 p.m. to 9:00 p.m. at the Sylvester's Café Facility Staff Dining Room. The Walk is to identify safety hazards, such as lights that are out, overgrown brush, and testing of the Blue Light Phones.

## Other

Yvette Streeter, Emergency Preparedness and Occupational Safety Coordinator, stated on Friday, October 18, 2012, at 10:18 a.m. millions of people will "drop, cover, and hold on" for "The Great California Shake Out" drills.

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?

For more information on earthquake preparedness, please visit [www.shakeout.org](http://www.shakeout.org)

### 2011 Staff Safety Award

On Tuesday, June 26, 2012, Heather C. Long, Administrative Support Coordinator with Bus Reservations, was presented with the 2011 Staff Safety Award.

Ms. Long was instrumental in developing and implementing guidelines for accidents and mechanical breakdowns, installing fire extinguishers, first aid kits, and weather kits on the buses; creating "accident preparedness packets" and quick reference and contact information for the bus drivers and supervisor; and developing a plan to provide rides for stranded passengers in the event of a breakdown.

Mr. Exparza requested clarification of bicycles on-Campus and in buildings be discussed at our next scheduled meeting.

There being no further business, the meeting adjourned at 2:30 p.m.