

# M E M O R A N D U M

Date: February 7, 2011

To: CAMPUS HEALTH & SAFETY COMMITTEE

Anita Barker, Intercollegiate Athletics & Recreational Sports

Mike Bates, University Housing & Food Service

Kevin Brennan, CSUEU

Lauri Evans, Disability Support Services

Brian Exparza, SETC Elaina McReynolds, APC

Brian Miller, Agricultural Teaching & Research Center

Neil Nunn, Facilities Management and Services Kirby Pierson, Facilities Management and Services

Robert Stevens, Staff Human Resources

Jody Strong, Associated Students

Michael Swithenbank, University Police Department

Matt Thomas, UPSAC

Linda Vidovich, Disability Programs and Worker's Compensation

Jillian Ruddel, Women's Center - Associated Students

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

Subject: CAMPUS HEALTH & SAFETY COMMITTEE MEETING MINUTES OF FEBRUARY 7, 2011

Present: Lauri Evans, Brian Exparza, Elaina McReynolds, Kirby Pierson, Jody Strong, Matt

Thomas, Jillian Ruddel, and J. Marvin Pratt

Absent: Anita Barker, Mike Bates, Kevin Brennan, Brian Miller, Neil Nunn, Robert Stevens,

Michael Swithenbank, and Linda Vidovich.

The Campus Health and Safety Committee meeting commenced at 3:00 p.m. in Student Services Center, Room 150.

#### Welcome and Introduction

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

### Approval of Minutes – December 9, 2010

The minutes of December 9, 2010, were approved as submitted.

# Review of the OSHA 300A Log

Ms. Strong introduced Brian Mohs, University Occupational Health and Safety Coordinator, Department of Environmental Health and Safety.

Mr. Mohs gave a presentation on the 2010 OSHA 300A Log which assists in reporting injuries by type, job classification, and department. First aide type injuries are not included. Mr. Mohs advised there were 60 reportable claims in 2010. This Log is available through Worker's Compensation and Employee Leave Programs (WCEL).

The type of accident/injuries reported are injuries to wrists, hip, neck, shoulders, back or lower back; injured hands; minor puncture wounds or lacerations; injured ankles or knees; and injury to eyes.

Mr. Pratt advised student employee injuries will be identified in the 2011 OSHA log presentation next year.

Mr. Mohs stated during the 4/10 summer hours of June and July there is an increase of reported injuries, possibly due to stress injuries, heat illness, ergonomics, repetitive injuries such as bending, slipping and falling, upper MSD such as improper lifting and moving of furniture; improper lifting techniques; lifting and moving large heavy equipment and large objects weighing more than 50 pounds without assistance.

The Members requested they would like to have the information of the last 3 - 4 years to compare to 2010.

Mr. Pratt responded that Staff can provide the last 3 - 4 years to reflect patterns or lack of patterns of accident causes and injuries sustained by employees.

Mr. Pratt advised that Richard Perrelli, Industrial Hygienist and Environmental Program Coordinator, assist employees with ergonomic evaluations, such as PC usage, assessment of repetitive motions, keyboarding, monitor, and general office position to desk and chair.

As a side note to the Committee Members: Mr. Perrelli also manages the fume hood testing; respiratory protection sampling; indoor air quality monitoring; air toxic emissions; approves food vending permits; health and safety food inspections; disease control and prevention; hazard communications; hearing conservation; respiratory protection; medical monitoring; water quality and well monitoring; underground storage tanks; air permitting; Materials Safety Data Sheets; Chemical Hygiene Program; SPCC Program; Carcinogen Use Program; and is the liaison to the Butte County Air Management District, Center for Disease Control, and Drug Enforcement Agency.

### Recruitment of Committee Members

Ms. Strong advised that on August 26, 2010, she forwarded an e-mail to the Representatives whose 2-year membership was officially up. Ms. Strong requested the Representatives to provide either the name of the individual who will represent the Unit or the name of the individual who is responsible for making that selection. As of this date, Ms. Strong has received no responses.

Mr. Pratt advised he will contact Ms. Zimmerlee for the names of the Unit Representatives, so that they may be contacted to remind them that they can participate on the Committee.

### Changes in Department of Environmental Health and Safety

Mr. Pratt advised that in 2007, the Offices of Property Management, Vehicle Reservations, Mail Services and Warehouse Operations, and Risk Management came under the direction of Environmental Health and Safety.

Effective February 1, 2011, the Offices of Property Management and Vehicle Reservations will be under the direction of Dale Wymore, Manager of Business Services. Ms. Wymore also manages Mail Services and Warehouse Operations, and University Printing.

In April 2009, the Office of Risk Management went under the direction of Sara Rumiano, Director of Procurement and Contract Services.

Mr. Pratt advised that the data management of the Asbestos Program will be managed by EHS. The future database, used in conjunction with FacilitiesLink, will give Staff accurate information on the location of asbestos and mapping location.

# Other

Ms. Strong stated she would like to have Matt Thomas report on the 2010 Moonlight Safety Walk at the next meeting.

# **Next Scheduled Meeting**

The next scheduled meeting of the Campus Health and Safety Committee is Wednesday, May 4, 2010, at 9:00 a.m. in Student Services Center, Room 306.

There being no further business, the meeting adjourned at 4:00 p.m.