



M E M O R A N D U M

Date: September 15, 2010

To: CAMPUS HEALTH & SAFETY COMMITTEE

Anita Barker, Intercollegiate Athletics & Recreational Sports
Darrell Bartlett, CSUEU
Mike Bates, University Housing & Food Service
Kevin Brennan, CSUEU
Carol Ebel, CSUEU
Lauri Evans, Disability Support Services
Brian Exparza, SETC
John James, 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
Lori Beth Way, CFA
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 SEPTEMBER 15, 2010

Present: Lauri Evans, Brian Exparza, Kirby Pierson, Jody Strong, Matthew Thomas, Linda Vidovich, and J. Marvin Pratt

Others Present: Michael Thorpe, Risk Manager

Absent: Anita Barker, Darrell Bartlett, Mike Bates, Kevin Brennan, John James, Neil Nunn, Robert Stevens, Michael Swithenbank, and Women's Center Representative.

The Campus Health and Safety Committee meeting commenced at 9:05 a.m. in the Center for Regional and Continuing Education, Room 107.

Welcome and Introduction

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

Approval of Minutes – May 26, 2010

The minutes of May 26, 2010, were approved as submitted.

Update on Practices of Transporting and Accompanying Injured Employees toward Common Campus Procedures – Mike Thorpe, Risk Manager

Ms. Strong, Chair, introduced Mike Thorpe, Risk Manager.

Mr. Thorpe stated that on June 9, 2010, he met with Robyn Hearne, Linda Vidovich, Bob Stevens, and Marvin Pratt to discuss practices of transporting and accompanying injured employees toward a common campus procedure.

The University worker's compensation covers all State employees which include temporary and permanent staff and faculty employees, student assistants, work study students, etc. The University's worker's compensation is self-insured and a third party administrator (TPA) manages the worker's compensation claims on behalf of the CSU system. The third party administrator will honor the agreement with Merit Medi-Trans.

Mr. Thorpe stated he met with Merit Medi-Trans who specializes in non-emergency medical transportation services for Chico, Redding, Red Bluff, Oroville, Yuba City, and other northern California communities. Mr. Thorpe noted ambulance emergency services should be contacted should injuries require emergency life-support, .

Mr. Thorpe discussed and distributed the agreement's scope-of-work to the committee members.

The University will determine if the employee is eligible for services, under the agreement, and submit a complete service authorization form, per incident, designating the employee to be transported and location.

The University will share employee information as necessary and appropriate, and will notify the contractor regarding modifications or termination of services of employee.

Transportation cost is \$60.00. This is approximately one-fifth the cost of emergency life-support transportation.

The contractor will provide services which have been authorized by University Staff on a service authorization form.

The employee will be transported to one of the following locations: Enloe Prompt Care or Enloe Medical Center ER.

When transporting, at least one contracted employee must be certified in First Aid and CPR.

The University employee shall be transported to one of the designated locations within one-hour of receiving the service authorization form between the hours of 7:00 a.m. to 5:30 p.m. Monday through Friday. After hours, contractor shall transport employee within three-hours of receiving service authorization form from University to designated locations.

Issues that are still being discussed are after-hour responses to the University and transporting of employee after being released by Enloe.

Mr. Thorpe noted that Catherine Felix, Director of Student Health Services, is very interested in this option, when necessary, for students. The Student Health Center will have a separate agreement and will pay for the students.

Discussion on Expiration of Represented Membership Terms – Chair Jody Strong

Ms. Strong stated that Ms. Jill Ruddell, will be representing the Associated Student Women's Center. The term for the Women's Center is three years and will expire on June 30, 2011.

Ms. Strong advised that she forwarded an announcement to the members advising that their 2-year commitment to the membership of the Campus Health & Safety Committee was officially up as of June 30, 2010. As a representative of their particular unit or area, they have been asked to provide the committee with either the name of the individual that has been selected to represent their unit/area for the next two years, or the name of the individual who is responsible for making the selection on behalf of their unit/area. The following membership terms expired June 30, 2010.

MEMBERSHIP:

- b. Lori Beth Way, representative for the California Faculty Association
- d. Darrell Bartlett, representative for Unit 6 - State Employees Trade Council
- e. Carol Ebel, representative for Unit 2 - California State University Employees Union
Kevin Brennan, representative for Unit 9 - California State University Employees Union
- f. Michael Swithenbank, representative for CSU, Chico Police Association
- g. Representative by the United Auto Workers
- h. Representative for the California Federation of the Union of American Physicians and Dentist.
- j. Mike Bates, representative for Director of University Housing and Food Services
- l. Representative for Academic Dean or designee
- n. Anita Barker, representative for Student Activities – Athletics
- p. Neil Nunn, representative for Facilities Management and Services
- r. Matt Thomas, representative for the University Public Safety Committee

The following Represented Membership terms will be 3-year terms beginning July 1, 2008 with the Membership term ending June 31, 2011. After the first 3-year terms are completed the membership becomes a 2-year term.

Representative for Academic Professionals of California
Representative for Unit 7 - California State University Employees Union
Representative for Unit 9 - California State University Employees Union
Representative by the United Auto Workers
Representative for Workers Compensation Program Coordinator or designee.
Representative for the University Farm Manager or designee
Representative for Director of Disability Support Services
Representative for Associated Students
Representative for the Women's Center

EH&S Quarterly Charts

Mr. Pratt reported to the Committee statistic charts on accidents (worker's comp); ergonomic evaluations fiscal year 2009/10, for the fourth (April, May, and June 2009).

Other

Matt Thomas stated the Annual Fall Moonlight Safety Walk is Tuesday, October 19, 2010.

Next Scheduled Meeting

The next scheduled meeting of the Campus Health and Safety Committee is Thursday, December 9, 2010 at 9:00 a.m. in Kendall Hall, Room 207/209.

There being no further business, the meeting adjourned at 10:00 a.m.