MEMORANDUM

Date: May 20, 2020

To: CAMPUS HEALTH & SAFETY COMMITTEE

   Brian Ceccon, Intercollegiate Athletics
   Joseph DeCarlo, University Housing
   Mike Guzzi, Facilities, Management and Services
   Robert Henry, Teamsters
   Holly Hunt, Accessibility Resource Center
   Cindy Leonard, Agricultural Teaching & Research Center
   Elaina McReynolds, Academic Professionals of California
   Patrick Newell, Academic Deans
   Marvin Pratt, Director of Environmental Health and Safety
   John Reid, University Police
   Curtis Sicheneder, Associated Students
   Timothy Sistrunk, California Faculty Association
   Yvette Streeter, Environmental Health and Safety
   Jody Strong, Worker's Compensation
   Jessica Westbay, CSUEU

From: Elaina McReynolds, Chair

Subject: Campus Health and Safety Committee Meeting

Present: Brian Cecccon, Joseph DeCarlo, Mike Guzzi, Robert Henry, Holly Hunt,
        Elaina McReynolds, Patrick Newell, Marvin Pratt, Curtis Sicheneder,
        Timothy Sistrunk, and Jessica Westbay

Absent: John Reid, Yvette Streeter, and Jody Strong

The Campus Health and Safety Committee meeting commenced at 2:00 p.m. by virtual
Zoom meeting.

II. Approval of Agenda – May 20, 2020

ON A MOTION by Robert Henry, seconded by Jessica Westbay, it was the consensus of
the Committee to approve the agenda of May 20, 2020, as submitted.

III. Approval of Minutes – January 17, 2020

ON A MOTION by Robert Henry, seconded by Jessica Westbay, it was the consensus of
the Committee to approve the minutes of January 17, 2020, as submitted.
IV. Review of Accidents

Mr. Pratt presented to the Committee members a summary of reported accident/injuries from January – March 2020. The summary represented injuries by department; type of accident; first aid; medical; or informational only. The type of injuries reported were sprained ankle and muscles; injury to back and neck; swelling of knees, ankle, shoulder, and back; and slip, trip and falls.

V. Review of Building Inspections

Mr. Pratt presented to the Committee members a report on building inspections and surveys from January – March 2020. The report covered Ayers Hall, Aymer J. Hamilton, Holt Hall, Plumas Hall, and Student Services Center.

Findings included fabric curtains on a corridor door; fabric on a bulletin board; dangling powerstrip cord; no monthly inspection on fire extinguishers; and no “Food and Drink Prohibited” sign on lab door.

VII. New Business

a. Update on COVID-19 EHS

Mr. Pratt advised as the Emergency Operations Center (EOC) continues to work toward bringing employees back to campus, on a limited basis, safety is top consideration. The EOC is addressing bringing back employees who are unable to telecommute due to their position, such as landscapers and custodians, and maybe running out of PAL hours. As part of the process to have employees return to campus, we are currently developing a special 20-minute COVID-19 in the Workplace Training to be assigned to employees prior to their return. The training will include details on how COVID-19 is spread, symptoms, when to seek medical attention, and how to protect yourself and those around you.

Units and/or departments will not return employees to campus without the appropriate authorization. The EOC will review each department’s completed risk assessment and prevention protocols before employees are permitted to return for on-campus work.

There will be an approved Return to Campus Workplace Assessment and a list of employees authorized to return to work. The Workplace Assessment is a department checklist for COVID-19 addressing possible hazards such as frequently touched surfaces; shared equipment; breakrooms, conference rooms, university-owned vehicles, carts; handling of mail; waiting and reception areas; social distancing; markings; high traffic areas; food services; and workstations that are within 6-feet of each other. The checklist will be reviewed by Environmental Health and Safety, and if needed, Facilities Management and Services. A periodic site assessment will be completed.

EHS, IMC, University Communications, and FMS are working on Campus door (enter/exit only) markings, hallway and stair (walk this way) markings, and floor markings for social distancing.
Curtis Sicheneder asked if Associated Students and Foundation employees will be assigned the COVID-19 training. Mr. Pratt responded yes.

Discussion followed regarding employees not following the return to work guidelines; masks will be required on campus when social distancing is not possible; asking employees to wear a mask while on campus could be difficult; there is the possibility of employees wearing a mask and have a difficult time breathing; and there will have to be considerations for outdoor workers when to wear a face mask and getting acclimated to the heat.

Jessica Westbay noted not all campus restrooms have hot water. Mr. Guzzi responded this issue will be addressed and corrected.

b. EHS Programs-Plans

Elaina McReynolds reported on the EHS Review of Programs and Plans by the Committee members.

The Committee has reviewed and completed the Heat Illness Prevention Plan and Hot Work Program. The updated Plan/Program have been uploaded to the EHS website.

The Lockout/Tagout Program – The Control of Hazardous Energy, Illness and Injury Prevention Plan (IIPP), and Medical Waste Manual have been reviewed by the Committee members and currently under review by EHS.

VIII. Old Business

No Old Business.

IX. Other

Timothy Sistrunk asked the possibility of the Public Safety Advisory Committee and the Campus Health and Safety Committee becoming one Committee. The Public Safety Advisory Committee is guided by the Chief of Police who is a representative on numerous committees, and that the Committee has not meet on a regular basis.

Executive Memorandum 05-07 - Public Safety Advisory Committee is an advisory to the President, Cabinet, and Academic Senate to promote the cause of safety throughout the University Campus, and to increase public safety among all members of the CSU Chico community. The Advisory Committee will assist CSU, Chico's Police Department in identifying current legal safety issues; current issues facing law enforcement, and as liaison between Police Departments. The Committee meets as appropriate to address critical public safety issues.

Executive Memorandum 07-019 - the Campus Health and Safety Committee is an advisory Committee to Cabinet on matters of health and safety and safety awareness among all members of the CSU, Chico. The Committee makes recommendations to the Director of Environmental Health and Safety. The Committee is to address work-related health and safety concerns, creating a safe environment, training, the
prevention and correction of unsafe working conditions, and education and training. The Committee meets on a quarterly basis.

Mr. Pratt responded the membership of the Health and Safety Committee is a *representative or designee* of the State University Police Association and a *representative appointed* by the University Public Safety Committee. This representative does not have to be the Chief of Police.

Mr. Pratt noted the Public Safety Committee is governed by the penal code and the Campus Health and Safety Committee is governed by OSHA.

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