

# Safety Management Team Meeting Minutes Spring 2019

**Date:** March 12, 2019

**Time:** 12:00 p.m. to 1:30 p.m.

**Place:** CSB 204

## 1. Introduction & minutes

Melissa Baglio	Mark Means	Cindy Norton
Damin bower	Brett Mayer	Jeff Reed
Tony Pitts	Brent Wallace	Ryan Wong
Nicole Cduff	Johnny DeLaCruz	Ashley Klug
Deb O'Connor	Ron Honn	Michael Sanderson
Brooke Freudenhammer	Susan Garrett	
Kama King	Kelley Hixson	

2. Cindy reviewed the training plans for Fall 2019. Changes include dividing TA's into 3 groups (Biology, chemistry, all others).
3. Discussed the requirements for DOT training for anyone who performs any function subject to the hazardous materials regulations (HMR). Discussed who this would include and what kind of training is required. See powerpoint slides
4. Hazardous materials management was discussed. Inventories are in quartzy. Some areas still need inventories completed and some need significant updating.
5. Door signage is coming along. Hope to have most in place for fall 19.
6. EHS is revamping the lab safety manual and the website. Trying to keep redundancies down and make sure that all programs that apply to multiple groups across campus as standalone pieces.
7. Discussed the inspection programs that EHS is undertaking: teaching spaces, research spaces and general spaces.
8. Kelley presented workplace injury data – see powerpoint slides.
9. Kelley discussed plan moving forward:
  - a. Meet with the different departments
  - b. Review injuries with managers to discuss improvements
  - c. Continue trending data to look for patterns
  - d. Increase training and awareness across campus
10. Kelley shared information regarding noise measurements taken across campus. We have labeled those areas requiring hearing protection. If you have equipment or tasks that haven't been measured yet, please let her know.
11. Roundtable discussion
  - a. Rattlesnake protocol – Debbie was going to check with Stephanie Hanenberg
  - b. Parking issues at Lane
  - c. Deb O'Connor brought up minors on campus