



Campus-Wide Health and Safety Committee  
September 24, 2020 - 10:00 am  
Minutes

**Welcome and Introductions**

- Meeting began at 10:00 am. Members present: M. Williams, J. Scheffler, M. Granger, O. Faynor, D. Evans, P. Nasr, T. Belcher, C. Jones-Hunter, D. Routtenberg

**Minutes Review**

- The minutes were approved from last month.

**New Business**

- Mike updated the member roster for the committee and made the changes. Mary Granger indicated she is the Unit 9 Rep and Ken Oden is the Unit 5 Rep. Mike also sent the committee charter link.

**Covid – 19**

- Mike said it was announced earlier this month that the campus will be going virtual through Spring. Mike said SDSU had 817 positive cases and 297 were on campus, 337 in housing, 66 in athletics and 216 in Greek life. A residence hall was used to make a 600-bed capacity. Mary said Nora Garcia from Emergency Preparedness reported different numbers on the website. Chico State had a high number of cases for off campus housing in apartments and then students came back on campus and went into lab environments. Chico State shut down before SD State. Cynthia asked who monitors students at housing on our campus. Mike said the RA's monitor this and have gone through training. The Residence Life Assistant Director works closely with the RA's to be sure students are not congregating. There are 106 students residing on campus and it is easier to manage that smaller number of people. Cynthia asked how off campus visitors are controlled and Mike said visitors are not allowed in any residence on campus. Mary asked if students are spread out and if they were selected to stay on campus. Mike said the students are spread out with no more than 2 per residence in single and double rooms and each person has their own room. Each person needs to be living there because of basic needs having nowhere else to stay. Building K will be used for isolation if anyone tests positive for Covid. Daryl said RA's are Residence Advisors and in Unit 4. Lynn Arthur is the Director and lives on campus along with the Residence Life Assistant Director. Cynthia said it was good that a plan was set up with preparation. For the summer there were 35 people staying in housing due to basic needs.



There were 2 isolation units and 1 event occurred in the summer. Cynthia asked about commuting students and how are they monitored. Mike said there is a screening tool for students that is required to be done daily before coming to campus. It asks if they are having symptoms or have been in contact with someone who tested positive. If so, they are required to stay home and call the campus hotline and medical provider. EHS is also doing Covid inspections and uses an auditing form to conduct spot audits. The report is sent to the lecturer and Dean for review.

- Dan said as he enters the housing gate, he had to tell a contractor to put their mask on. He has addressed it 4 times and now the 5<sup>th</sup> time to management. A superintendent came on site and discussed this, but the mask issue still occurs. Mike was on a call with a contractor and Lynn Arthur from housing to remind them of the guidelines to follow. Mary said they cannot be on campus if they will not follow the rules and Mike agreed. Mike said to stay away from people who are not wearing masks. Dan said the contractor at the front gate of housing is a gate operating contractor wearing no mask or gloves and handles the FOB's. The FOB's need to be sanitized if handled with no gloves. This is a training issue. You can ask the contractor who they work for and inform their supervisor. Mary said this issue can be escalated until it is resolved. Mike said to not put yourself in any harm's way either and stay away from these people. Cynthia said to let Director Lynn Arthur know to not exchange the FOB hand to hand. Dan said this is a single point of entry and the contractor was working on the credential reader with had the mask in his pocket. Mike will follow up on this issue.

### W/C Claims

- Shaun was unable to attend the meeting today. Mike reported in late July one incident occurred in Unit 9. The person was working at home and had an ergonomic injury resulting from repetitive motion.

### Metrics

- A year ago Unit 9 had an injury rate of 6.5% and ended the year at 1% because they worked more hours throughout the year without any additional injuries, so the injury rate dropped. Unit 9 ergo incidents were one in July and one in August. Unit 5 had an injury rate of 20% last month. They had no injuries last month, so the injury rate went down from 20% to 9.9%. Since Unit 5 worked the whole month without injuries the injury rate dropped in half. This shows working hours without having an injury. This is a good indicator showing how the injury rate can go up and down. For injuries by job class we had one in Financial Support for Unit 9, one in IT for Unit 9 and one for Grounds Workers. These are the 3 we have seen so far, this fiscal year from July 1<sup>st</sup> to the present. The type of injuries for both Unit 9's has been ergo related and the one in Unit 5 was a slip, trip and fall. There will most likely be more ergo claims in the future because of working from home. Cynthia commented that there was no representation for managers in executive level confidential and asked why not or is it because they are not getting injured and show all zeros on the graph.



Mike said C-99 have not had any injuries so far to date and E-99 student support hours have dropped dramatically and MPP's have no incidents yet. That is why there are zeros shown on the graph. There was one incident in June of last year for C-99 and E-99 had four incidents last year. If it was only an incident and not seen by a Dr. and just reporting it then it will not be going on the graph. The graph are the ones we are looking at severity versus frequency. If there are medical bills or people cannot work or put on work restrictions those are the injuries we are really trying to reduce. When they fall into that OSHA category where there are worker's comp. cases and medical bills that goes right onto the graph and onto the OSHA 300 log.

### Open Forum

- Dan said we are going back to normal working hours on Sept. 28<sup>th</sup> and wanted to know if we are ready for that. He asked if the managers are trained and if there is enough PPE and if everything is in place. Mike said yes that PPE is checked very frequently and there is a good supply of normal use items like gloves, hand sanitizer, masks, and face shields. Dan asked if there is a form for the other employees that are returning to work. He wanted to know if there will be postings on the wall to follow proper protocol. Mike did not know of a form but there is Covid safety training before returning to campus and postings all over campus about guidelines and links to the website talking about health and safety protocol. Dan said they are coming back to campus for the first time and not been on campus yet. Dan said because we have already been here on campus and have taken the return to campus testing and the self-diagnosis how do we know if the people returning to campus have done this? Mike said he tracks people who took the training and every week he runs a report for Covid training and sends the report to their management for people who are overdue including their names. Dan said he was referring to only Unit 6 people. Dan will send out a meeting request so he can ask the same questions and get clarification about people returning to work. He wants to know if it could be those people who are here already and going to work full time and sending the meeting request just for confirmation. Tonya asked Dan who sent the notice because she has not received any notice other than essential people already on campus. She has not received any notice of any people coming back to campus and wanted to know if it came from HR or the President. Dan said the notice came from his supervisor an MPP. Mike wanted to be informed if anyone hears anything regarding returning to work.

Next Meeting: TBA