



Campus-Wide Health and Safety Committee
July 22, 2021 - 10:00 am
Minutes

Welcome and Introductions

- Meeting began at 10:00 am. Members present: M. Williams, J. Scheffler, D. Evans, P. Nasr, B. Cuadros, M. Granger, O. Faynor, K. Ha, AJ. Diaz, C. Currie.

Minutes Review - Mike

- Regarding the air purifiers from Payman we are still waiting for confirmation from the Cares Act for funding and Jon said the air purifiers are available from the vendor.
- The ergonomic and injury prevention cost sharing program received guaranteed funding up to \$25,000. It's a 50% cost share and an application can be filled out and reviewed by Mike, Shaun and Larry Kimaara. EHS will pay 50% so the cost is cut in half to make the job safer at a much cheaper cost.
- Daryl brought up the "How are we keeping you safe Page" from Marketing a few months ago. The Toro Together page has changed and AVP Mila Edmunds got it revamped to make it easier to find with less clicking to locate it.
- Benjamin asked about the cleaning kits. Jon said he contacted Deon in Custodial and told him to provide cleaning kits to Lan for Benjamin. Benjamin received the kits and added disposable wipes to the kits and said custodians will feel more confident using the wipes. Jon said the standard disinfecting protocols will be followed and hasn't changed. Benjamin asked the custodial manager to send him a list of the custodians that were trained on the Protexus Sprayer and out of 40 custodians only 50% of them were trained and wanted to know why it takes so long. Jon will talk to Deon about finalizing the rest of the training on the sprayers. Benjamin says that they don't know where the areas are that had a positive COVID contamination. He prepares himself better to go clean the area if he had that information in advance.
- Mike said it's a very reactive situation and after the fact so custodians could have done the routine cleaning of the area before we even know so the best measure is to assume that every place is contaminated and to wear PPE and assume every place is infected.
- Mary said not all the custodians have been trained on cleaning and there should have been a group training. Jon said all the custodians have been trained on how to deal with COVID. Jon said on the specific piece of equipment the protexus sprayer the goal is to have everybody trained on that piece of equipment but there is not a sprayer for every custodian so not everyone will use that piece of equipment. The way to clean is our standard operating procedure for cleaning, sanitizing and disinfecting areas and that is the correct way to do it.
- Mary wanted to know if the particular custodian went through the training on the piece of equipment to clean an area. Jon said that person was not trained on the equipment and was



sent to clean the area 48 hours after somebody had been in there and no need to use anything but our standard operating procedure and did not have to use that piece of equipment for cleaning afterwards. Like Mike said all custodians are trained to clean as if COVID was present everywhere they are cleaning.

- Mary wants to have a separate meeting about this with Jon. Jon said if Unit 5 staff are not following our protocols then we should meet about this. Mike said in reality COVID doesn't survive long outside of the body. Everyone has not been trained on the electrostatic sprayer but everyone was trained on disinfectant cleaners. Mike would like to be at the meeting and bring Deon the custodial manager also. Mike wants everyone to be comfortable when repopulating. Khiem said the virus can live for days. Jon said the custodian that went into the area was in there 48 hours after the person had been there so that is way beyond the time the virus could be a problem in the area. Khiem said waiting 48 hours to clean the infected area is too long to wait. Jon said we didn't know that until later as Mike mentioned before. The staff that had been infected and have issues needs to inform us what is going on. If they don't inform us, we do not know. That is why we train all the custodians when cleaning to follow COVID cleaning protocols and to wear proper PPE and assume there is COVID everywhere. If they don't follow the protocols, they put themselves at risk. Jon said this should be discussed at a separate meeting. Payman said you must follow universal precautions and assume every place is infected so that you don't become infected.

Covid – 19 - Mike

- To keep you safe there is a new site called Toro's Together, a one stop shop for questions when people repopulate so this site has changed to minimize the number of clicks to locate it. The Red Folder can't be used because it is a CO program. Daryl asked about picking up masks and wanted to know if it should only say if you are an unvaccinated employee to pick up a free mask. Mike said that anybody can pick up the masks and you will also receive instructions on how to properly wear and store it.
- There was an all Employee Townhall held and after that it was decided to make the discussions smaller. Monica Ponce in HR is looking to do departmental townhalls to get more people to be open and ask questions on what they would like to know in a smaller setting. Daryl felt like that people were not getting the answers to the questions at the employee townhall meeting.

Industrial Ergonomics and Injury Prevention Form - Mike

- The form is on-line now and under EHS Resources. If equipment is needed within your department EHS has a fund of \$25,000 to cost share with departments to provide equipment, PPE, and other things. EHS, Risk Mgt. and WC will meet on a quarterly basis to review applications and to get items at half the price with EHS paying 50% of the cost.
- Payman asked if he wanted to rearrange the class orientation desk, tables, and TV would the expenses be covered. Mike said if this would make it safer and could be shown then it can be covered. Mary wanted to know if an e-mail can be sent out to the campus community



about this and Mike said it will be done. Benjamin wanted to know if it's done on a 1st come and serve basis and Mike said to just submit the applications and they are reviewed on a quarterly basis and the person submitting it will be contacted. This will occur until the funding runs out.

Firestick/Pencil Cactus/ (Euphorbia Tirucalli) – Mary

- Mary said there is a danger from touching these on campus and wanted to know if they will be removed. Mike said there have been 2 injuries so far and located in Lot 2, Lot 6, and near the I & I Bldg. If you break a piece of the plant off the sap inside is poisonous and causes injuries. Jon is putting together a plan of action to remove them all and replacing them with other plants. Mary wants this to go on the spreadsheet and warning signs should be installed explaining the dangers involved and Mike said this can be done.

Task Tracking – Mike

- Mike added a new COVID tab to the task list and showed everyone. Mary asked Mike to also show the task list for the benefit of the new people to the group.
- Khiem wanted to know if the stairwells were cleaned at WH because in the past there were trash and coffee spills. Jon said they should be cleaned weekly and will check with Deon. Mary wanted this added to the COVID list, so the stairwells and handrails are cleaned and sanitized. Mike said hand sanitizers will be added and as you exit the stairwell to sanitize your hands after using the handrail.

Monthly Metrics - Mike

- There were 4 incidents in June and 2 required medical treatment and 2 were reports only. As the FY ended the injury rates stayed about the same. A year ago, the rate was 1.09 meaning just over 1 person per 100 had an injury serious enough for medical treatment and this year we are at 1.083 just less than 1.09. The difference is Unit 4 with the injury rate going from 3.00 to 0.75. Unit 6 did not have any serious injuries last FY and the injury rate went from 5.53 to 0. There was a small reduction in Unit 7, Unit 8, and Unit 9. Unit 5 injury rate increased so we need to focus on that because it almost doubled from the year before. The 4 injuries last month were all in Unit 5 with 3 in Grounds and 1 in Custodial. Mike will work with Scott the Grounds Manager, Deon the Custodial Manager, and Jon to see what can be done about the injuries.
- Benjamin wanted to know who the Unit 6 Rep was, and Mike said it is Dan but not here today. He said they could tell us how to prevent injuries because they had none from Unit 6. He said they should be invited to the next meeting to tell us how to prevent injuries in their department.



Open Forum

- Mary said on the website for this committee to please let the employees on campus know we are working for them in their best interest. She would like to see the spreadsheets and minutes on the website and to direct the campus community to this website. An e-mail to the campus should be sent out informing them of the website.
- Mike said to clarify what Mary is saying that in addition to the new program for cost sharing we also want to note where everyone can find the minutes and other information about this committee to show the work we are putting together so that the campus is informed. Mary agreed with this and Mike will get the information out.