



Campus-Wide Health and Safety Committee  
January 27, 2022 - 10:00 am  
Minutes

**Welcome and Introductions**

- Meeting began at 10:00 am. Members present: M. Williams, J. Scheffler, S. Milton, S. Momand, B. Cuadros, L. Broussard, K. Ha, K. Boisselle, D. Evans, P. Nasr, D. Routtenberg, S. Turkel, D. Ortega

**Minutes Review – Mike**

- Mike said there was no meeting for November and December so there was a discussion on when to meet next time for these 2 months and maybe combine them for an early December meeting. Payman said if there is something on the agenda we can meet earlier and if not don't meet for these two months. At some point we may go back to meeting quarterly but for now due to Covid we will meet monthly.
- The air purifiers have arrived and all filters for the buildings have been upgraded to Merv 13 or HEPA filtration, but air purifiers can also be provided if there is a specific need like a classroom. Submit a Work Order for Facilities and include square footage to provide an air purifier that is adequate for the space.
- Booster shots will be available on campus Feb. 16<sup>th</sup>.
- Benjamin had concerns on the chain saws but there was an injury using a hedge trimmer and not a chain saw. On Nov. 3<sup>rd</sup> Scott in grounds trained all staff on hedge trimmers and if there is a mist or light rain you can work outside but not during a heavy rain.
- Khiem had a concern about carpets being vacuumed and custodial should be cleaning carpets weekly and daily for high touch points. Jon said most custodial staff moved to the graveyard shift 10pm – 6:30 am.
- Sarah Turkel from Unit 3 joined the committee and will assist Payman as an alternate since he is Chair of the department now. Sarah has expertise in infection control and background is in microbiology.
- Jun Xiang from Unit 9 is no longer at the University so there is no representative now.

**New Environmental Compliance Officer – David Ortega**

- Mike introduced David Ortega and explained there can be heavy fines for environmental. David worked in Storm Water Management and came from a consulting firm. We have 4 people in the department now.



### Covid – 19 - Mike

- Employers must now provide the employees with medical grade masks such as surgical masks, KN-95 or N-95 respirators which are available on campus. The N-95 has 2 straps and harder to breathe from and KN-95 are more comfortable. Face covering requirements are mandated for K-12 but not for higher education students. K-12 has more restrictions because of a lower vaccination rate.
- Payman wanted to know when faculty returns to campus on Feb. 14<sup>th</sup> for face-to-face classes and if a student test positive, he doesn't know what to tell the faculty. Mike said to tell the student to call the hotline and then the case gets managed. The student is asked who they were in close contact with, and it depends on spacing of the classroom. If one case is positive, it does not mean the whole class is shut down. The vaccination status of other classmates can also be checked. If in a lab or close to a lot of people, they will speak with the Chair of the department and Professor to see if they need to pause on an in-person class for a 10-day period. Payman wanted to know if there is an official directive to share with the faculty to be used. Mike said Nora in Emergency Management is working on a one-page fact sheet for students and employees to be completed before the students return.
- Khiem wanted to know how many people work on the Hot-Line team and Mike said 5 people take calls and looking to double the team by Feb. 14<sup>th</sup>. They were hired under Cares Funds to manage Covid cases and are also Safety Ambassadors. If case counts are low, they are proactive on campus and if case counts are high, they are working on the phone. Khiem says the response time is slow on the phone. Mike said when we arrived back to campus in Jan. the case count went to a 18% positivity rate or 180 cases and now down to 3% so the spike was difficult to manage. Now they are working on another way to report positive cases instead of the Hot-Line and the cases will be reported on-line and used for follow up questions.

### Hot Work Program - Mike

- This is mainly for unit 6 and used for any short bursts of open flames or anything that creates a spark or flame. If working in a designated hot work area then a hot work permit is not used but if it is a non-designated hot work area a permit will need to be filled out.

### W/C Claims – Shaun

- Reporting on the last 3 months Unit 5 had 4 incidents reported.
- An employee was using a power washer and had pain in the right shoulder.
- While riding in a maintenance cart it rolled back into a light pole and employee had chest pains.



- When trimming lantana plants the employee cut their knee while cutting towards their body.
- When pulling debris off a slope employee slipped causing a headache.
- For Unit 6 an employee was carrying tools towards a vehicle and tripped over the curb injuring the thumb.
- While typing there was pain in the left thumb and progressed to the arm and shoulder.
- For Unit 8 while walking down a walkway near WH an employee slipped and tired to regain balance and strained the back.
- For Unit 9 there was an odor in the library from the Dominguez Channel causing an eye irritation.
- A Theater employee was walking on a grid and cut the top of his head on an I-beam.
- An employee had pain and numbness while typing.

### **Monthly Metrics - Mike**

- The most medical claims were in October with 4. There were 2 in Grounds, 1 in Unit 7 and 1 in Custodial.
- Unit 5 had the highest injury rate.
- For injuries by job class were Grounds at 30% and Custodial at 20% that were both Unit 5 accounting for ½ of the claims.
- The type of injuries we are seeing for high frequency are slips, trips and falls, struck by and lacerations so we are focusing on this. Doing Job Safety Analysis or JSA's and looking at equipment and tasks to create a document for hazards. Also looking at hazard analysis to write into the job description the hazards of the job and what can be done to mitigate the hazards.

### **Open Forum - All**

- Nothing to report.