



Campus-Wide Health and Safety Committee
August 24, 2023 - 10:00 am
Minutes

Welcome and Introductions

- Meeting began at 10:00 am. Members present: M. Williams, J. Scheffler, S. Milton, S. Turkel, O. Faynor, K. Ha, M. Teran Lopez.

Minutes Review – Mike

- The expired hand sanitizers will need to be collected and cannot be put in the trash since they are hazardous waste.
- Mike met with Deb Wallace and had a discussion on the Strategic Plan.
- Miguel mentioned the correct spelling for his name for the minutes is M. Teran Lopez.
- There were no questions on the minutes.

COVID – 19 Reporting for Fall 2023 – Mike

- There has been a spike in reported cases over the last 4 weeks. Mike will send a reminder by e-mail on Covid reporting noting where the flowchart is located and how to report cases. Masks are still available by the elevators. The Covid policy was updated and the updated signage will be posted.

Tropical Storm Hilary – Mike/Jon

- The storm started on Sunday and there was a small amount of damage on campus. Jon said there was some damage to newly planted smaller trees but very little flooding or wind related issues.

W/C Review - Shaun

- Shaun reminded us to report what you see like tripping and potential hazards to prevent accidents. Mike mentioned a step in the library was loose and was reported so Facilities repaired it.

Metrics – Mike

- There was nothing to report so far for the new FY.



Updates on Strategic Plan From Last Meeting – Mike

- The slips, trips and falls campaign from last year will be revisited and the annual walk on campus for hazards will be continued.
- A back safety program will be started.
- There will be a new hand protection program and proper gloves will be provided for the task.
- The ergonomic injury prevention program is ongoing.
- Mike showed a back safety document and how to build a bridge by putting the hand on a table for support. Weekly updates on back safety will be sent out. A document was shown on placing heavy items on the middle shelf in the custodial closets for lifting.
- Miguel suggested including documents showing proper posture when sitting at a desk for those who don't normally lift items at work. Also, other documents for people sitting and working in the office were suggested. Mike showed the document on 12 tips for ergonomic computer workstations.
- Khiem mentioned that exercises for stretching were recommended for people sitting all day at their desks and Mike showed the stretches on the website.
- Miguel asked for information on taking short breaks from looking at their computer monitors and also breaks from sitting for extended periods of time to get out of their chairs and move around.
- Khiem asked about exercises for the eyes from staring at a computer for long periods of time.

Open Forum – All

- Nothing to add.