

University Health and Safety Committee Meeting
Thursday, February 26, 2009
1:30.

I. Reviewed the minutes from last meeting

- A. Curt Pontasch will be placed on a two-year term.
- B. Lori Hoffman will trade places with Curt and be placed on a four-year term.
- C. The system for committee appointments will be that everybody will be given four-year terms. However, to ensure consistency half of the current committee will be assigned two-year positions to create offsetting appointments.
- D. Committee members will take office in January.
- E. Terms will end in December.
- F. New elections will take place in October.
- F. January 2009—Current appointments began.
- G. December 2010—End of two-year terms.
- H. October 2010—Elections and new appointments made to committee.
- I. December 2012—End of four-year terms.

*Please add Pat Whitte to the distribution list of minutes. She puts these on the website for Wendel.

II. Emergency Evacuation Plan

- A. A subcommittee on campus advocating for individuals with disabilities is going to present a proposal stating the university needs to help all students know how to seek shelter or evacuate buildings on campus. The example of increasing signage on every door was given.
- B. Digital signage was discussed. Dean Shoars talked of inviting Jim to give a presentation on digital signage to the committee.
- C. Discussion regarding use of UNI speaker system to help in the evacuation process.
- D. Discussion on what a person in a wheelchair would do if he/she needed to evacuate a building on the UNI campus. Do students know what to do? Do class instructors know what to do? Is information in the class syllabus?
- E. Need to work in stages on this process. First step would be to train the staff on what to do.
- F. Facilities planning has information and building plans on their website.
- G. Each department should have a link from their homepage to these building plans.
- H. It is hard to find safety information on websites. Need to have a main “Safety” link on the UNI homepage. This link would then take someone to a safety page for all areas of safety concern. These areas would then have links to appropriate websites, pages, information, etc.

*Kathy asked that everyone go back to own staff and gather information and ideas on what needs to be done to improve evacuation procedures on campus (website, syllabi, etc) and then bring this information back to the next committee meeting.

*Kate Guess will report back next meeting about the progress on the website safety pages.

*This topic will be revisited at the next meeting.

III. Workers Compensation Claims

- A. Theresa Callaghan passed out a report of workers compensation claims from 2008 to the current time.
- B. Theresa will report on these claims once a semester.
- C. Discussed “Return-to-Work” programs/practices.

IV. Alcohol and Drug Policy

- A. Do we want to look at employee and student policies?
- B. Develop a subcommittee to accomplish this?
- C. Dean Shoars volunteered to help out in this process.

V. Review of Other Safety Concerns

- A. Personal heaters in the locker rooms of the WRC.
- B. Kathy reminded members to send her any concerns for documentation purposes.

VI. Next Meeting

- A. Thursday, March 26, 2009
- B. 1:30-2:30.
- C. Send any new agenda items to Kathy.