

Memorandum

To: Hazards Management Committee
From: Michael Rolleri
Date: 2/9/2005
Re: Minutes of February Meeting

Members of the 2004 - 2005 HAZARDS MANAGEMENT SAFETY COMMITTEE:

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|------------------------|---------------------------------|
| Michael Rolleri, Chair | Paul Green Theatre/Dramatic Art |
| Liska Lackey | UEOHC |
| Clarence Harris | Housekeeping |
| Larry Henry | Facilities Services |
| Steve Kenny | Risk Management |
| Linda Goodman | Energy Services |
| Janice Richmond | Facility Services |
| Jeff McCracken | Public Safety |
| Tonya Hargett | DLAM |
| Mary Crabtree | EHS |
| Ben Naprstek | EHS |
| Peter Reinhardt | EHS |

On Wednesday, February 9th, 2005, the committee met at The Center For Dramatic Art conference room beginning at 2:00.

Attending the meeting: Michael Rolleri, Larry Henry, Tonya Hargett, Jeff McCracken, Clarence Harris, Ben Naprstek

- #1. Welcome and introductions.
- #2. Minutes from the November meeting were accepted.
- #3. Reviewed work injuries and illnesses related to Hazards Management. In general, all areas are still over all very good for the year. An increase in strain and repetitive motion and air quality in the office environment, an increase in Support Services do to possible meningitis exposure.

#4. Unfinished Business: No Unfinished business.

#5. New Business: The classroom section of Boom lift training is now on line. Revisions to the IAMC Manual will be forth coming for review. This will be an on going process for the next couple of meetings.

#6. Other Business: Reviewed the OSHA report about the top ten violations.

Next Meeting: Wednesday, May 11th, 2005.

Meeting adjourned at 3:00.

Meeting schedule for 2004-2005:

Wednesday August 11th 2004, Wednesday November 10th 2004, Wednesday February 9th 2005, Wednesday May 11th 2005, Wednesday August 10th 2005. Meetings will be at 2:00 in The Center For Dramatic Art conference room.