

# Memorandum

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**To:** Hazards Management Committee  
**From:** Michael Rolleri  
**Date:** 11/10/04  
**Re:** Minutes of November Meeting

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Members of the 2004 - 2005 HAZARDS MANAGEMENT SAFETY COMMITTEE:

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, November 10th, 2004, the committee met at The Center For Dramatic Art conference room beginning at 2:00.

Attending the meeting: Michael Rolleri, Steve Kenny, Larry Henry, Liska Lackey, Tonya Hargett, Ben Naprstek

- #1. Welcome and introductions.
- #2. Minutes from the May meeting were accepted, no minutes from August since the committee did not meet.

*July 10, 2007*

- #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 in the office environment.
- #4. Unfinished Business: No Unfinished business
- #5. New Business: Reviewed LIDS, LABELS, LEAKS & LOCATION from Hazardous Materials and Hazardous Waste Data Sheet.
- #6. Other Business: Review and revisions to the IAMC Manual. This will be an on going process for the next couple of meetings.

Next Meeting: Wednesday, February 9<sup>th</sup>, 2005.

Meeting adjourned at 3:00.

Meeting schedule for 2004-2005:

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