

Memorandum

To: Hazards Management Committee
From: Michael Rolleri
Date: 2/13/19
Re: Minutes of February meeting

Members of the 2018 – 2019 HAZARDS MANAGEMENT SAFETY COMMITTEE:

Michael Rolleri, Chair	Paul Green Theatre/Dramatic Art/PlayMakers Repertory Company
Todd Going	Life Safety
Shawn Womack	House Keeping
Brad Barnes	Energy Services
Christine Bhirdo	DCM
Lisa Daley	Energy Services
Robin Bennington	Risk Management
Richie Grimsley	Athletics
Phillip Spangler	Law School
Deborah Hawkins	Transportation & Parking
Glenn Osterberg	School of Government
Mary Crabtree	EHS
Neah Tucker	EHS
Mary Beth Koza, Director	EHS

On Wednesday, February 13th the committee met at The Center For Dramatic Art conference room beginning at 2:00pm.

Attending the meeting: Michael Rolleri, Chris Bhirdo, Shawn Womack, Robin Bennington, Deborah Hawkins, Neah Tucker

- #1. Welcome and introductions to new members.
- #2. Minutes approved from the November meeting.
- #3. Reviewed work injuries and illnesses related to Hazards Management. Falls still high in office and up some in Support Services. Strains up in all areas.
- #4. Unfinished Business: Discussion continued on how to promote our goals for PPE use and awareness to prevent Slips, Trip and Falls. Perhaps attending safety meetings of different units and review these. Possible email blast

with illustrations. These could be monthly with different topics and tips each month. Emails could go to all facilities personnel and perhaps staff, faculty and students.

- #5. New Business: Reviewed the duties and responsibilities of the Hazards Management Safety Committee. Members should be appointed for 3 years. Please nominate people to be members on the committee and for a new Chair. We will discuss nominations at our May 8th meeting. Is there a better day and time to meet as a committee?
- #6. Other Business: Members were encouraged to attend an annual safety inspection of different shops/areas to see how these inspections work and to observe practices in other areas. Annual Safety inspection for PlayMakers/Dramatic Art on Friday, February 22nd, 10am, will start in the Paul Green Scene shop by the loading dock. Please bring any questions/concerns/ideas for 18-19 to our next meeting.

Remember:

All of the upcoming meetings we will be reviewing updates to the Health & Safety manual, please make every effort to come so you can have input to this process and relate changes back to your departments and units.

Next Meeting: Scheduled for May 8th, 2019.

Meeting adjourned at 3:00pm.

Meeting schedule for 2018-2019:

Wednesday August 8th 2018, Wednesday November 14th 2018, Wednesday February 13th 2019, Wednesday May 8th 2019, Wednesday August 14th 2019. Meetings will be at 2:00 in The Center For Dramatic Art conference room, 244, second floor.