

Memorandum

To: Hazards Management Committee
From: Michael Rolleri
Date: 2/15/12
Re: Minutes of February

Members of the 2011 - 2012 HAZARDS MANAGEMENT SAFETY COMMITTEE:

Michael Rolleri, Chair	Paul Green Theatre/Dramatic Art/PlayMakers Repertory Company
Larry Henry	Cogen
George Devinney	Chilled Water
Alana Maffessanti	Facilities
Steve Kenny	Risk Management
Lisa Daley	Energy Services
Christine Bhirdo	DLAM
Ernestine Torain	DLAM
Connie Bullock	Public Safety
Brain Bogie	Electrical Distribution Systems
Mary Crabtree	EHS
Neah Tucker	EHS
Mary Beth Koza, Director	EHS

On Wednesday, February 15th, 2012, the committee met at The Center For Dramatic Art conference room beginning at 2:00.

Attending the meeting: Michael Rolleri, Christine Bhirdo, Lisa Daley, Ernestine Torain, Alana Maffessanti, George Devinney, Mary Crabtree

- #1. Welcome and introductions.
- #2. Minutes approved from the November meeting.

- #3. Reviewed work injuries and illnesses related to Hazards Management.
- #4. Unfinished Business: Discussed Falls/trips/slips campaign-slogan-poster; Poster and slogan approved, H&S will work on poster, will go to HR to post, will be posted on web site.

PPE campaign still working on. Safety pictures and slogan contest was discussed. Please encourage people to work on.
- #5. New Business: Mechanical Rooms on campus; George Deviny presented a slide show of conditions on campus, some rooms cleaned up, others are still problematic. Lots of discussion followed; who has keys? who is responsible for rooms? What can be in rooms? How to enforce? The goal is for this committee to come up with a policy for the mechanical rooms. Suggested to send a survey out to other university to see what other places are doing or not doing.
- #6. Other Business: Next meeting maybe in a different site with inspection.

Remember:

It was suggested that the committee try to visit shops to observe the different areas represented on the committee. The idea met with favor from all present. It was suggested when people knew of an inspection coming up in their area or shop, to notify the members of the day, time and place.

All of the up coming 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.

Meeting dates for 2011-2012 are listed below.

Next Meeting: Wednesday, May 9th, 2012.

Meeting adjourned at 3:00.

Meeting schedule for 2011-2012:

Wednesday August 17th 2011, Wednesday November 9th 2011, Wednesday February 8th 2012, Wednesday May 9th 2012, Wednesday August 8th 2012. Meetings will be at 2:00 in The Center For Dramatic Art conference room, second floor.