

# Memorandum

**To:** Hazards Management Committee  
**From:** Michael Rolleri  
**Date:** 6/5/13  
**Re:** Minutes of June meeting

Members of the 2013 - 2014 HAZARDS MANAGEMENT SAFETY COMMITTEE:

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Michael Rolleri, Chair	Paul Green Theatre/Dramatic Art/PlayMakers Repertory Company
Kittie Allen	Facilities Services
Amy Alves	Facilities Services
Brad Barnes	Energy Services
Christine Bhirdo	DLAM
Lisa Daley	Energy Services
Steve Kenny	Risk Management
Tonya Miller	DLAM
Paul Pogge	Athletics
Phillip Spangler	Law School
Wayane Stephenson	Student Stores
Mary Crabtree	EHS
Neah Tucker	EHS
Mary Beth Koza, Director	EHS

On Wednesday, June 5<sup>th</sup>, 2013, the committee met at The Center For Dramatic Art conference room beginning at 2:00.

Attending the meeting: Michael Rolleri, Christine Bhirdo, Lisa Daley, Brad Barnes, Wayne Stephenson, Kittie Allen, Mary Crabtree

- #1. Welcome and introductions to new members
- #2. Minutes approved from the February meeting. May meeting moved to June to add new members.
- #3. Reviewed Committee Responsibilities.
- #4. Reviewed work injuries and illnesses related to Hazards Management. In general, if proper PPE was being used would of have been fewer incidents.
- #5. Unfinished Business: Fall, Slip, Trip Campaign-coming fall of 2013, pending final approval.

#6. New Business: Global Harmonized Systems-HazCom 2012 – all employees will be needed to be trained on by the end of December, this will be coming on line. All departments and shops will need to start working on obtaining updated Safety Data Sheets

#7. Other Business:

Remember:

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 2013-2014 are listed below.

Next Meeting: Wednesday, August 14th, 2013.

Meeting adjourned at 3:00.

Meeting schedule for 2013-2014:

Wednesday August 14<sup>th</sup> 2013, Wednesday November 13<sup>th</sup> 2013, Wednesday February 12<sup>th</sup> 2014, Wednesday May 14<sup>th</sup> 2014, Wednesday August 13<sup>th</sup> 2014. Meetings will be at 2:00 in The Center For Dramatic Art conference room, second floor.