

MINUTES
HEALTH AND SAFETY SUPPORT SERVICE ENVIRONMENT COMMITTEE
Monday, September 11, 2000 (Health and Safety Office)

Members Present: Steve Pomeroy (Chair), Jeff McCracken, Tommy Brickhouse, Mike O'Brien, Tonya Hargett, Mary Crabtree (for Deborah Howard, HSO Liaison),
Members Absent: Charles Brock, Shelia Perry, James Kea, Teresa Branch, Ruth Riggsbee, Cathy Knight

1. *Introductions & Minutes*

Meeting called to order. Steve Pomeroy was introduced as the new chair for the committee. New members were also introduced. Pomeroy then reviewed the Health and Safety policy concerning the purpose of the support service committee. Minutes of February 29, 2000 meeting were reviewed and approved.

2. *Report of Support Service Environment*

Workplace Safety Statistics reported for March through August 2000.

<u>Type of Injury</u>	
Bodily Reactions	16
Falls (all types)	6
Struck by Object/Person	2
Struck Against Object	5
Accident Type/Other	6
Repetitive Motion	4
Caught in/un/between	2
Toxic Material Exposure	4
Contact w/temp ext	1
Rub/Abraded by object	2
Vehicle Equipment	2

From the Bodily Reactions: 11 lifting, 2 pulling, 1 twisting, and 2 other

3. *Committee Actions*

Goals for 2000-2001 – The committee discussed and accepted the following goals for the next fiscal year.

1. Continue development and refinement of HMPs for all areas.
2. Continue inspection of work places, including self inspection checklists.
3. Continue review of workplace incidents.
4. Develop an ergonomics training and workplace inspection program once an ergonomist is hired.
5. Expand use of Shop Talk/Safety Sheets and Health & Safety's web site to cover various safety topics related to Support Services.
6. Examine better ways to streamline and invigorate required health and safety training. Better use resources such as the Web to make training more accessible, coordinate efforts to cut down on duplicative training, etc.

The committee has been reviewing the workplace safety incidents concerning bodily reaction. Pomeroy asked Crabtree to update the committee on the status of the Ergonomist. Crabtree reported that the Ergonomist position is still waiting for approval through position management. Once the position is approved recruitment will begin immediately.

Crabtree announced that the new Health and Safety Director , Peter Reinhardt, will be starting on September 25, 2000. He is coming from the University of Wisconsin at Madison. Crabtree will be coordinating with him for attendance at the next committee meeting.

The next committee meeting is scheduled for Tuesday, December 5, 2000 from 11:00 - 12:00 pm in the Health and Safety conference room.

Meeting adjourned at 11:45 pm