

Minutes
Office Environment Safety Committee

Date: October 26, 1999-Health Sciences Library

Members Present: Mal Foley (Chair), Steve Bobbitt, Beverly Huntington, Ann Law, and Betty Waynick

Health & Safety Office liaison: Al Doherty

The meeting and it was called to order by the Chair, Mal Foley immediately following the meeting of the Ergo Team. Ann Law was only present for the start of the meeting due to a commitment at the UEOHC.

New member Beverly Huntington was welcomed. The final vacancy will be filled with an appointment from the Department of Surgery.

The Chair gave a brief update on the progress of the Ergo Team proposal to the PUPSC. He also distributed a copy of the proposal and attachments presented to the PUPSC.

The committee then discussed the Goals and Objectives for FY 99/00.

Goal 1 will be to continue to support the Ergo Team through membership on the team and technical support as requested. (Lead person – Foley)

Goal 2 will be to address the subject of Indoor Air Quality (IAQ). The Office Inspection Checklist will be revised to include an assessment of the quality of air in the building being inspected. The assessment will address cleaning materials used, changing of HVAC filters, etc. (Lead person – Waynick)

During the discussion of IAQ it was noted that John Worthington, Health and Safety has provided excellent service in response to complaints.

The committee reviewed and discussed Workers Compensation incidents reported during the Third Quarter 1999..

The committee scheduled its next meeting to follow the next Ergo Team, which will be scheduled after the next PUPSC meeting..

With there being no further business, the meeting was adjourned.