

# Memorandum

**To:** Hazards Management Committee  
**From:** Michael Rolleri  
**Date:** 11/9/11  
**Re:** Minutes of November

Members of the 2011 - 2012 HAZARDS MANAGEMENT SAFETY COMMITTEE:

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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, November 9th, 2011, 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, Steve Kenny, Alana Maffessanti, Neah Tucker

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

- #3. Reviewed work injuries and illnesses related to Hazards Management. Lost time is down, the University has won an award related to this.
- #4. Unfinished Business:
- #5. New Business: Discussed Falls/trips/slips-looking for a campaign-slogan-poster to make people more aware since most injuries happen around this. PPE-people need to wear it-again looking for campaign-slogan-poster. Share ideas and thoughts. Please encourage people to work on. Credit to the employye who's slogan/poster choosen.
- #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, November 9th, 2011.

Meeting adjourned at 3:00.

Meeting schedule for 2011-2012:

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