Emergency Health and Safety Committee

Agenda – First Quarter Meeting

March 7, 2016

9:00 -10:30 AM

Tenney Board Room – Room 175

1. Welcome and Introductions

2. Introduction of Wendy Beckwith

3. Wendy advises on ADA and Areas of Refuge

4. Emergency Exit Lighting

5. Emergency generator power connections (what does the generator power?)

6. Fire Extinguisher Training Update and Confirmation

7. Ergonomic evaluations

8. New Business – 3rd Quarter Training - Campus Safety Tips for Staff?

9. Next Meeting Date and Time
The UNH School of Law Emergency Health and Safety Committee (EHSC) met on 03/07/16. In attendance were Chair Bill Deacon, Facilities, Vice Chair Diana Scott, Security, Kathy Fletcher, Law Library, Holly Fadden, Human Resources, Jim LaPolla, Emergency Management and Bradford Manning, Environmental Health and Safety, Wendy Beckwith, UNH Affirmative Action and Equity, Brian Cournoyer, UNH Occupational Health and Safety. A quorum was present.

Welcome and Introductions

Committee member Deacon brought the meeting to order at 9:07am. Committee members introduced themselves and the departments they represent.

Old Business

Wendy Beckwith described her office (Affirmative Action and Equity) as being in charge of all State and Federal compliance in regard to ADA for all UNH (all three campuses) students, faculty and staff. Her office is differentiated from the Disability Services for Students (DSS) Office which provides supports for students with disabilities on the Durham campus.

Wendy Beckwith provided information to UNH Law in regard to requirements for Areas of Refuge to be used by people with disabilities in an emergency. After discussing many options, the Committee agreed that it would be best to schedule a complete building walk-through with Bill Deacon and Diana Scott from UNH Law, Brad Manning and Jim LaPolla from UNH, the Concord Fire Department, and the State Fire Marshall’s office. Bill Deacon agreed to contact all parties and set up the walk-through.

Review and Approve December 14, 2015 Meeting Minutes

Committee members reviewed the draft minutes for the December 14, 2015 meeting. Member Scott made a motion to approve the minutes. Member Fadden seconded the motion. Motion was approved unanimously.

Fire Extinguisher Training
Brian Cournoyer from EH&S discussed the training to be held at UNH Law on April 5, 2016 from 8-12. Rick Maddox of Tri-State Fire Protection will be here. Diana Scott will set up the area for training and notify Concord Fire and Police Departments that the training is happening. Diana Scott and Holly Fadden will coordinate signing up faculty and staff and speak to Fran Canning about student sign-ups. Brad Manning will send a link to a Rick Maddox training video.

**Ergonomic Assessments**

Brian Cournoyer is scheduled to be at UNH Law on Wednesday, March 9, 2016 to perform some ergonomic assessments for staff and faculty. These were scheduled through Holly Fadden. Brian confirmed that his assessments result in recommendations only. Funding for changes comes from UNH Law.

**Emergency Exit Lighting in Stairwells**

Bill Deacon informed the Committee that funding for additional emergency lighting has been approved. The Committee agreed that the walk-through for the areas of refuge recommendations could also include questions about the placement of new lighting as well.

**New Business – Third Quarter Training**

The Committee has had a request from a UNH Law faculty member to provide some safety training on campus. Diana Scott proposed that she put together an outline of a four-hour safety training to be held as a back-to-school event in September. Jim LaPolla agreed to help with the September event.

**Next Meeting Date and Time**

Committee members agreed to schedule the next committee meeting for Monday June 6, 2016 at 9:00 am. Member Fletcher agreed to take notes and put together the meeting minutes. Member Scott made a motion to adjourn. Member Fadden seconded the motion. The meeting adjourned at 10:30am.