Occupational Safety Committee
Second Quarter Meeting
Dimond Library, Room 537
June 21st, 2012 @ 9:00am

Agenda

- Welcome and Introduction
- Review and Approve March Meeting Minutes
- 2012 losses to date
- Incident Investigations
- Fall Protection Plan update
- Hazardous Building Materials Survey update
- Globally Harmonized System/Hazard Communication update
- Leavitt Center Traffic
- 2012 Health and Safety Training
- Other Business
UNH Occupational Safety Committee Meeting  
Thursday June 21, 2012  
Dimond Library, Room 537

Members Present:

Guy Eaton  
UNH Facilities (Facility Operations)

Gene Gargano  
Housekeeping

Mariah Bellington  
Human Resources

Carolyn Kimball  
Athletics

Steven Luber  
Housing

Colin Williams  
Small Projects Construction Team

Brian Cournoyer  
Office of Environmental Health and Safety

Dean Elder  
Animal Resources Office

Dennis Dupuis  
Health Services

Susanne Bennett  
UNH Facilities (Contracts Management)

Eleta Exline  
Library Administration

Members Absent:

Eric Gibson  
University Hospitality Services

Nora Molloy  
Memorial Union Building

David Leach  
Campus Recreation

Dan Corbeil  
Information Technologies

Brandon Colby  
Energy and Campus Development (Utilities)

Gary Sears  
UNH-Manchester and University Police

Guest:

Kevin Charles  
Health Services

Amy Schwartz  
Finance and Administration

The meeting was brought to order at 9:05 am. A quorum was present. The minutes of the March 15, 2012 Occupational Safety Committee meeting were distributed and reviewed. One error was identified; Eleta Exline was listed as absent. A motion to adopt the minutes with the amendment of adding Eleta to the present list was made by Committee member Eaton. The motion was seconded by committee member Williams and Bennett and adopted by unanimous vote.

Committee member Bellington provided a review of losses for the current calendar year 2012. To date UNH has experienced a total of 106 incidents, down from 132 in 2011. The 106 claims have totaled approximately $113,452 in losses, down approximately $21,000 from 2011. Although both incidents and losses are down, falls continue to have the greatest frequency with 26 to date. UNH has experienced one miscellaneous incident that has resulted in the highest loss to date of approximately $24,000, while five overexertion incidents involving lifting and back/shoulder injuries has resulted in losses of approximately $23,000.

The committee welcomed Kevin Charles, Executive Director of Health Services to discuss the Employee Clinic and its capabilities. The discussion reviewed the current facilities and renovation to accommodate the clinic, the services offered, hours of operation, staffing, and laboratory services. Hand-outs were provided to the committee summarizing the Employee
Clinic. In addition the clinic is available to deal with workplace injuries should an incident occur during the workday.

Committee member Cournoyer updated the committee on the efforts to increase the frequency of incident follow-up/investigations. In previous years investigations were limited to approximately 3% of the total number of incidents. OEHS has increased the number of follow-ups/investigations to address those areas of high frequency as well as those with higher severity. While each follow-up may not result in a formal investigation and summary report, more incidents are being reviewed with supervisors to discuss the incident in question and review the investigation component of the UNH Report of Occupational Injury or Illness. Committee member Cournoyer informed the committee that while many are in the form of an e-mail and/or telephone call, others may result in a site visit to more formally review and discuss the incident. The emphasis of the increased frequency is to heighten awareness of incidents and ensure acceptable controls are implemented to prevent reoccurrence.

Committee member Cournoyer reviewed the draft revised UNH Fall Protection Plan that was forwarded to committee members on Wednesday June 20th. The plan was revised to bring it in line with the current Occupational Safety and Health Administration (OSHA) standards for fall protection and includes provisions for working on scaffolding, ladders, aerial lifts, scissor lifts, as well as has procedures for rescue should a fall arrest occur. One of the more significant modifications was requiring the use of fall protection should employees be exposed to a fall of four (4) feet or greater as required by the OSHA General Industry Standards. The previous plan referenced the OSHA Construction Standard for fall protection which requires protection at a height of six (6) feet. Committee member Cournoyer requested the plan be reviewed by the committee. Once reviewed by the committee and any revisions made, the plan will be circulated to those impacted operating groups.

Committee member Cournoyer updated the committee on the Hazardous Building Materials survey project and Operations and Maintenance Plan. During 2012 surveys have been conducted for Spaulding Hall, Nesmith Hall, the MUB, and Alexander Hall. In addition field sampling in Devine, Randall, and Hitchcock Halls has been completed. The Operations and Maintenance Plan is currently under review with revisions being made. Once revisions are completed the plan will be forwarded back to SLGL for updating.

Committee member Cournoyer briefed the committee on the recent finalization of the revised OSHA Hazard Communication Standard. The standard was revised to bring it in line with the International Globally Harmonized System. This system incorporates standard phrasing and pictograms to warn employees of the hazards of chemicals in the workplace. In addition the revised standard incorporates a standardized format for Safety Data Sheets, replacing the old term of Material Safety Data Sheets, or as commonly referred to as MSDS’s. This revision to the OSHA standard will require UNH to modify its Hazard Communication program; and require re-training, outreach, and education to the campus community to ensure employees are aware of the changes so they understand the revised hazards classification system allowing them to work safely with chemical substances.

Committee member Eaton continued the discussion on the status of the Leavitt Center traffic issue brought up by Gene Gargano. A meeting was held following the first quarter Occupational Safety Committee meeting that included Chief Paul Dean and Dirk Timmons. Requests for improved signage were brought to the campus signage committee in April. Additional thoughts on adding a granite barrier to discourage turning and forcing drivers to continue straight through
the Leavitt Center were made. Committee member Eaton informed the committee that changes would be made under the direction of Chief Paul Dean.

Committee member Cournoyer continued to inform the committee of 2012 OEHS training initiatives. New back/lifting safety and ergonomics training developed and annual safety training for SPCT has been scheduled. In addition the proposed live fire extinguisher training scheduled for June 29th was reviewed.

The committee chose to meet again on September 20th, at 9 am in Dimond Library Room 537. The meeting was adjourned at 10:10 AM.