Occupational Safety Committee
Second Quarter Meeting
Dimond Library, Room 537
June 16, 2011 @ 9:00am

Agenda

- Welcome and Introduction
- Review and Approve March Meeting Minutes
- 2011 Losses to date
- Ergonomics Program update
- Annual Training
- Leavitt Center Traffic
- Summer Safety
- Exposure Monitoring Capabilities
- Asbestos Notifications to OEHS/DFD
- Yale Machine Guarding Incident/OEHS Safety Alerts/Fact Sheets
- Hazardous Building Materials Survey update
- Other Business
UNH Occupational Safety Committee Meeting
Thursday June 16, 2011
Dimond Library, Room 537

Members Present:

Guy Eaton       UNH Facilities (Facility Operations)
Carol Tuttle    Memorial Union Building
Brian Cournoyer Office of Environmental Health and Safety
Carolyn Kimball Athletics
Eleta Exline    Library Administration
Mariah Bellington Human Resources
Susanne Bennett UNH Facilities (Contracts Management)
Colin Williams  Small Projects Construction Team
Eric Gibson     University Hospitality Services
Steven Luber    Housing
Dan Corbeil     Information Technologies

Members Absent:

Gene Gargano    Housekeeping
David Leach     Campus Recreation
Dean Elder      Animal Resources Office
David Foote     Cooperative Extension
Brandon Colby   Energy and Campus Development (Utilities)
Julie Simpson   Senior Vice Provost for Research (Office of Sponsored Research)
Gary Sears      UNH-Manchester and University Police

Guests:

Nora Molloy     Memorial Union Building (replacement for Carol Tuttle)

The meeting was brought to order at 9:00 am. A quorum was present. The minutes of the March 17th, 2011 Occupational Safety Committee meeting were distributed and reviewed. Committee member Williams made a motion to adopt the minutes. The motion was seconded by committee member Kimball and adopted by unanimous vote.

Committee member Bellington provided an update of losses for calendar year 2011. To date there have been 111 incidents resulting in approximately $111,000 in losses. Falls continue to be the leading cause of losses to UNH resulting in approximately $83,000 to date. This is primarily due to one significant claim totaling $47,000. Committee member Cournoyer reviewed a case where a simple slip caused an injury that required surgery. Following surgery the incision failed to heal leading to complications that ultimately resulted in the death of the employee. This discussed to emphasize the importance of slip, trip, and falls and how a simple incident can lead to a significant claim, as UNH has experienced.
Committee member Cournoyer updated the committee on 2011 Occupational Therapy Program and student project involving ergonomics. The students completed the program and provided OEHS with their recommendations for a formal UNH program. In addition, the committee was briefed on OEHS involvement in the Graduate Leadership course where draft programs were developed. Each program was presented in the presence of OEHS however; to date the programs have not been forwarded to OEHS. Once forwarded, OEHS will draft an ergonomics program for review by the committee. Committee member Luber asked how the program would be advertised to the campus. This would be a combination of handouts provided during the New Employee Orientation, word of mouth, and OEHS web site.

Committee member Cournoyer briefly reviewed the annual safety training initiative. OEHS has conducted training in a variety of live formats for Facilities O&M, SPCT, Dining Services, Housekeeping, and Housing. OEHS has also developed a new employee training module to be presented to all new hires as part of the Human Resources New Employee Orientation.

Committee member Eaton reviewed the status of the Leavitt Center traffic issue brought up by Gene Gargano. Discussions have been initiated with Paul Dean, Durham PD, and Dirk Timmons, UNH Transportation. Guy to request an on-site meeting to walk and review areas in questions. Committee member Williams and Gargano have requested to participate in the meeting when scheduled.

A review of the UNH Excessive Heat Policy was conducted. In addition, Committee member Cournoyer distributed a Heat Fact Sheet to be posted in areas for employees. This fact sheet is also available in Spanish to which several copies were forwarded to committee members electronically following the meeting. It was explained to the committee that a heat alert will only be issued when the wet bulb globe temperature reaches an established heat index, which is measured by OEHS during days where elevated temperatures are forecasted. However, should employees be outside or in unconditioned environments, they should take steps to prevent a heat related injury from occurring before an alert is issued. This would include drinking plenty of fluids, taking periodic rests in the shade, and communicating with their supervisors.

Committee member Cournoyer discussed the recent exposure monitoring equipment purchased by OEHS. This equipment was purchased to promote an industrial hygiene program that is designed to evaluate employee exposures to potential contaminants.

Committee member Cournoyer briefly reviewed the status of the campus wide Hazardous Building Material Survey. Hamilton Smith Hall and Hood House have been completed. Horton Hall has been surveyed and we are awaiting the final report, McConnell Hall is scheduled for July 13th, while PCAC is scheduled for later in the summer. OEHS has received several requests regarding the presence of asbestos and the data collected has assisted Facilities O&M and SPCT in determining the presence
of asbestos in various building materials as part of repair/maintenance activities in Hamilton Smith Hall and Hood House.

A brief discussion was held on the recent machine guarding incident that occurred at Yale University this past spring. As a result, OEHS has developed Safety Alerts and Fact Sheets to inform affected parties of significant safety issues that could impact the UNH Campus. Following the Yale incident OEHS developed a Machine Guarding Safety Alert and Fact Sheet that was posted to the UNH Campus Journal. Should future Alerts and/or Fact Sheets be developed they will be forwarded to members of the Occupational Safety Committee for distribution as deemed necessary.

Committee member Cournoyer briefed the committee on a phone call received from the Durham Fire Department (DFD). They responded to an alarm at Scott Hall and upon arrival encountered asbestos abatement. They requested notification for future abatement activities to prepare accordingly and avoid any potential exposures. It was requested that should abatement activities be scheduled to notify OEHS and DFD.

Committee member Bennet requested information regarding the management of material safety data sheets. MSDS’s are managed through OEHS and are part of the Chemical Environmental Management System (CEMS).

Committee member Bellington reviewed the list of Occupational Health providers for UNH and where to go in response to an injury.

The committee chose to meet again on September 15th at 9 am in Dimond Library Room 537. The meeting was adjourned at 10:00 AM.