Occupational Safety Committee
Third Quarter Meeting
Dimond Library, Room 537
March 18, 2010 @ 9:00am

Agenda

- Welcome and Introduction of new members to Committee Dean Elder, Animal Resource Office.
- Review and Approve December Meeting Minutes
- Final comments on Draft Pet Policy Update
- Update on Campus Wide Control of Hazardous Energy (lockout/tagout) efforts
- 2009 Losses
- Sharps program discussion
- OEHS Newsletter
- Workers Compensation/Accident Investigation Presentations
- Other Business
UNH Occupational Safety Committee Meeting  
Thursday March 18, 2010  
Dimond Library, Room 537

Members Present:

Guy Eaton  
UNH Facilities (Facility Operations)

Steven Luber  
Housing

Carol Tuttle  
Memorial Union Building

Eric Gibson  
University Hospitality Services

Susanne Bennett  
UNH Facilities (Contracts Management)

Barbara Pirkl  
Human Resources

Brian Cournoyer  
Office of Environmental Health and Safety

Dan Corbeil  
Information Technologies

Dennis Dupuis  
Health Services

Colin Williams  
Energy and Campus Development (Small Projects Construction Team)

Carolyn Kimball  
Athletics

Eleta Exline  
Library Administration

Dean Elder  
Animal Resources Office

Members Absent:

Brandon Colby  
Energy and Campus Development (Utilities)

David Leach  
Campus Recreation

Julie Simpson  
Senior Vice Provost for Research (Office of Sponsored Research)

David Foote  
Cooperative Extension

Judy Koski  
UNH Facilities (Housekeeping)

Gary Sears  
UNH-Manchester and University Police

The meeting was brought to order at 9:05 am. A quorum was present. Committee members Eaton welcomed the committee. The minutes of the December 17th, 2009 Occupational Safety Committee meeting were distributed and reviewed. Committee member Williams made a motion to adopt the minutes. The motion was seconded and the minutes were adopted by unanimous vote. Committee member Eaton welcomed the following new representatives to the Occupational Safety Committee, Dean Elder, Animal Resources Office and Eleta Exline, Library Administration.

Committee member Cournoyer briefed the committee on the final comments regarding the draft pet policy. The policy was forwarded to the President’s Office and Cabinet following the December Occupational Safety Committee meeting where it was turned down. The committee was thanked for their efforts. Tracking pet related incidents/complaints and departmental pet policies were briefly discussed.

Committee member Cournoyer discussed the progress of the of the campus wide Control of Hazardous Energy (Lockout/Tagout) effort. During the December Occupational Safety Committee meeting it was recommended that a LOTO working group be formed to assist with the program development. The working group met on March 1st at which time the LOTO initiative was discussed, the GCA program provided, and solicitation of comments were requested. The working group consists of representatives from Farm Services, Dining, Facilities, Design, and Construction, SPCT, and CEPS. To date comments have been received by Campus Energy.

Committee member Pirkl reviewed UNH losses for the calendar year 2009. During 2009 a total of 364 claims were submitted. (222 were report only, 109 involved medical treatment which resulted in a cost of $99,276.99, and 33 involved lost time at a cost of $603,969.74). In addition, committee member Pirkl reviewed the breakdown on incidents. The greatest frequency involved falls (74). The committee discussed the frequency of falls and ways to address minimizing the frequency through targeting high risk
Committee member Pirkl also reiterated the need to ensure the timely reporting of incidents to avoid potential citations by the State of New Hampshire Department of Labor.

Committee member Cournoyer initiated a discussion on providing sharp disposal containers for heavily occupied public buildings (e.g., Dimond Library, MUB, Holloway) following the recent discovery of syringes within several Dimond Library solid waste receptacles by campus Housekeeping. Committee member Exline volunteered to research programs at other Libraries and Committee member Cournoyer would research programs at other campuses.

Committee member Cournoyer briefed the committee on the recent development of the OEHS newsletter. The newsletter is published on a quarterly basis and covers a variety of topics that involve OEHS safety program initiatives, regulatory updates, and campus EH&S developments. The newsletter was initiated in 2009 where a discussion on ergonomics was provided. The first quarter newsletter contained an article summarizing confined spaces and the current UNH confined space entry program. The committee was asked to share the newsletter with their staff/group and provide any input regarding future occupational health and safety issues to be discussed. The newsletter is posted on the OEHS website.

Committee member Cournoyer and Pirkl discussed the progress of the “Traveling Road Show”, a joint HR and OEHS presentation on workers compensation/accident prevention and investigation.

Committee member Luber initiated discussion on the recent State of New Hampshire mandate for carbon monoxide detectors in occupied facilities. The committee discussed the recent regulatory requirement and its impact to the campus.

Committee member Pirkl asked the committee who is responsible for making repairs to concrete stairs, walkways, and other areas where falls have occurred. Committee member Eaton to address with FD&C and report back to the committee.

The committee chose to meet again on June 17th at 9 am in Dimond Library Room 537. The committee meeting was adjourned at 9:30 AM.