Occupational Safety Committee
Second Quarter Meeting
Dimond Library, Room 537
June 17, 2010 @ 9:00am

Agenda

- Welcome and Introduction
- Review and Approve March Meeting Minutes
- Review Campus Wide Control of Hazardous Energy (lockout/tagout) efforts
- Hot Work policy/permit updates
- Sharps program discussion
- 2010 Losses to date
- 2010 Falls Initiative
- Other Business
Members Present:

Guy Eaton  UNH Facilities (Facility Operations)
Steven Luber  Housing
Carol Tuttle  Memorial Union Building
Susanne Bennett  UNH Facilities (Contracts Management)
Barbara Pirk  Human Resources
Brian Cournoyer  Office of Environmental Health and Safety
Carolyn Kimball  Athletics
Eleta Exline  Library Administration
David Foote  Cooperative Extension
David Leach  Campus Recreation
Gene Gargano  Housekeeping

Members Absent:

Dean Elder  Animal Resources Office
Dan Corbeil  Information Technologies
Dennis Dupuis  Health Services
Colin Williams  Energy and Campus Development (Small Projects Construction Team)
Eric Gibson  University Hospitality Services
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

The meeting was brought to order at 9:00 am. A quorum was present. Committee members Eaton welcomed the committee. The minutes of the March 18th, 2009 Occupational Safety Committee meeting were distributed and reviewed. Committee member Bennett 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 requested any comments from the committee regarding the draft Control of Hazardous Energy program that was submitted for review. The committee did not have any comments and approved the implementation of the program.

Committee member Cournoyer discussed the recent revisions to the Hot Work Permit. The revisions were initiated by FD&C as a result of failed communication and permit submission as part of the Parsons Hall construction project. The permit was revised based on discussions with FD&C and a pilot test was initiated. Upon successful completion of the pilot test at Parsons, the revised permit was forwarded to the remainder of the campus for additional pilot testing. OEHS received many comments from both UNH and Durham Fire Department representatives. The comments were addressed and incorporated into the current draft permit. Following the committee meeting the permit was forwarded to members for additional comments. Committee member Cournoyer informed the committee that should the permit be approved, revisions to the current Hot Work written program would be required.

The committee continued its discussion on providing sharps containers in public areas. Committee member Exline reviewed information she researched from other libraries and was unable to locate any data supporting a decrease in risk. Committee member Cournoyer also informed the committee that
Committee member Pirkl reviewed UNH losses for the calendar year 2010. To date a total of 160 claims have been submitted. Of the 160 claims submitted, 51 have involved falls resulting in financial losses of $213,082. Falls continue to be the most frequent incident. The committee continued to discuss the frequency of falls and ways to address minimizing the frequency through targeting high risk areas, placing greater emphasis on mitigating these risks through increased snow and ice removal during winter months, reporting hazardous conditions to OEHS and Facilities Call Center, and outreach/training on fall prevention. Outreach training and information would focus on two primary areas, recognition of hazardous conditions that could lead to a trip and fall; and unsafe acts, such as proper footwear, walking through hazardous locations, and personal behavior. Committee member Eaton briefed the committee on his discussion with Facilities O&M management on who is responsible for exterior repairs where trip hazards exist. Facilities O&M indicated they are not funded to repair exterior pavement/concrete damage and that requests would be forwarded to Facilities Design and Construction. As there was no consensus on how to move forward with ensuring exterior trip hazards are corrected it was discussed that all stakeholders would be informed of reported hazards with a recommendation to post and/or restrict access until that time corrective actions are made. Committee member Eaton would meet with the UNH EH&S committee to discuss and request guidance on reporting and repairs.

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 Kimball initiated a discussion on the recently turned down pet policy. Committee member Eaton informed the committee that the policy was not presented and thoroughly heard by the president’s cabinet. A motion was made to re-open the pet policy and move forward with presenting it to the president’s cabinet. The motion was agreed to by the committee.

Committee member Luber initiated discussion on the current smoking policy and future considerations for increasing restrictions. Committee member Luber reviewed other campus and facility policies as part of the discussion.

The committee chose to meet again on September 16th at 9 am in Dimond Library Room 537. The committee meeting was adjourned at 10:30 AM.