Occupational Safety Committee
Third Quarter Meeting
Dimond Library, Room 537
September 16, 2010 @ 9:00am

**Agenda**

- Welcome and Introduction
- Review and Approve June Meeting Minutes
- Slip, Trip, and Falls initiative
- Road Service Mgt. System – Mike Mason
- LOTO Program update
- Hot Work policy/permit update
- Pet Policy update
- 2010 Losses to date
- New Occupational Safety Program initiatives
  - Ergonomics
  - Indoor Air Quality Management
- Other Business
UNH Occupational Safety Committee Meeting  
Thursday September 16, 2010 
Dimond Library, Room 537

Members Present:

Guy Eaton  UNH Facilities (Facility Operations)  
Steven Luber  Housing  
Carol Tuttle  Memorial Union Building  
Barbara Pirkl  Human Resources  
Brian Cournoyer  Office of Environmental Health and Safety  
Carolyn Kimball  Athletics  
Eleta Exline  Library Administration  
Dennis Dupuis  Health Services  
David Foote  Cooperative Extension  
Dan Corbeil  Information Technologies  
Gene Gargano  Housekeeping

Members Absent:

Dean Elder  Animal Resources Office  
David Leach  Campus Recreation  
Susanne Bennett  UNH Facilities (Contracts Management)  
Colin Williams  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

Guests:

Mariah Bellington  Human Resources  
Mike Mason  Energy and Campus Development

The meeting was brought to order at 9:00 am. A quorum was present. Committee members Eaton welcomed the committee and introduced the following guests to the Occupational Safety Committee meeting, Mariah Bellington-Human Resources and Mike Mason-Energy and Campus Development. The minutes of the June 17th, 2009 Occupational Safety Committee meeting were distributed and reviewed. Committee member Foote made a motion to adopt the minutes. The motion was seconded and the minutes were adopted by unanimous vote.

Committee member Pirkl reviewed UNH losses that have involved slips, trip, and falls for the calendar year 2010. To date a total of 63 claims have been submitted. Of the 63 slips, trips, and falls, 30 have been report only, 21 have resulted in medical treatment, while 12 have involved lost time. The 63 slips, trips, and falls have resulted
in financial losses of approximately $313,000. Committee member Pirkl briefed the
committee on the slips, trips, and falls initiative for the fall/winter 2010. On October 15th,
Dr. Geoffrey W. Schreck with Access Sports Medicine will be providing a discussion on
slips, trips, and falls at the MUB as sponsored by Human Resources. The presentation
will also include brief discussions by Human Resources and the Office of Environmental
Health and Safety with the goal of providing information on minimizing risk and
preventing injuries associated with slip, trip, and falls. The target audience is intended
to be UNH managers and supervisors that can assist with education and outreach on
the risks we face every day while traveling throughout campus. Committee member
Pirkl provided the committee with a draft brochure on slips, trips, and falls that will be
used as part of the initiative.

As a follow-up to our June 17th meeting regarding reporting and mitigating hazardous
conditions, committee member Cournoyer introduced Mike Mason. Mr. Mason
discussed the UNH Road Service Management System (RSMS) to the committee. The
RSMS is a database designed to track, manage, and forecast capital improvement
projects through the R&R that are associated with campus roads, walkways, sidewalks,
and stairs. Mr. Mason reviewed the system and showcased several key components
that can assist with prioritizing the correction/mitigation of hazardous conditions. Twice
per year EC&D reviews the campus and prepares/updates the system which assists in
prioritizing repairs based on the locations physical condition and usage level. While the
system is a tracking tool to assist managing conditions, it is not a safety tool to identify
hazardous conditions. Mr. Mason did inform the committee that the database can be
updated on a regular basis and should there be trends indicating an increase in slip,
trip, and falls frequency and/or severity, an area can be upgraded to a higher condition
level giving it a higher priority for upcoming repairs. Should the rating reach a critical
stage, the area would be closed for safety, as was highlighted by the recent closing of
the service building stairs leading to Pette Hall. Mr. Mason closed by thanking the
committee for allowing him to showcase the RSMS and provided his contact information
should anyone on the committee have any future questions or concerns regarding slip,
trip and fall hazards as they relate to the RSMS,

Committee member Cournoyer updated the committee on the status of the recently
implemented Campus wide Control of Hazardous Energy (Lockout/Tagout) and Hot
Work Permit programs. The LOTO program has been posted to the OEHS website and
OEHS is in the process of conducting LOTO training for Facilities Operations, SPCT,
and is in the process of coordinating training with CEPS and Dining Services. OEHS is
still awaiting comments from the Durham Fire Department regarding the revised Hot
Work Permit program. Based on the positive feedback regarding the revised Hot Work
Permit it has been posted to the OEHS web site for use.

Committee member Eaton discussed the recent activities regarding the Pet Policy. The
Pet Policy was presented to the President’s Cabinet at which time it was not approved.
The cabinet recommended a working group be established to discuss and that
discussions include the faculty senate and chairpersons of the PAT council. Committee
member Eaton would contact the PAT council and he indicated that John Aber would communicate with the faculty senate.

Committee member Cournoyer briefed the committee on two new Occupational Safety Program initiatives. The first being an Indoor Air Quality (IAQ) management plan to provide guidance, direction and consistency in reporting and addressing IAQ/mold concerns throughout campus. The second being an Ergonomics program to formalize our proactive approach to minimizing risks and losses associated with musculoskeletal injuries.

Committee member Foote initiated a discussion on whether or not UNH had a skateboard policy. Members agreed that skateboards on campus create a risk to not only pedestrians, but to themselves. In addition, committee members expressed concern regarding the damage to UNH property such as benches, railings, and stairs caused by skateboarding. Committee member Eaton is to research what other campus’/universities have done and report back during the fourth quarter meeting.

Committee member Cournoyer briefed the committee on the recently awarded Asbestos Survey/Lead Based Paint Assessment RFP. The Scott Lawson Group will be initiating a project with OEHS that will incorporate creating a central repository for all asbestos, lead, and other hazardous building materials data within the OEHS office. The project will be supplemented by The Scott Lawson Group to create a formalized reporting template for building surveys and through the assessment of all campus buildings. Committee member Cournoyer requested assistance from the committee as part of the records consolidation of all building related reports as they relate to asbestos, lead and other hazardous materials assessment and remediation.

The committee chose to meet again on December 16th at 9 am in Dimond Library Room 537. The committee meeting was adjourned at 11:00 AM.