Occupational Safety Committee

Agenda – Fourth Quarter Meeting

December 18th, 2014
9:00 – 10:30 AM
Dimond Library, Room 352

1. Welcome and Introduction - Eaton
2. Review and Approve September Meeting Minutes
3. 2014 Losses To Date – Bellington
4. Ergonomics – New Web Pages - Cournoyer
5. Revises Fall Protection Program – Cournoyer
6. OSC Charter Annual Review – Cournoyer
7. Smoking Policy/USNH Grant - Cournoyer
8. New Business
9. Next Meeting Date and Time

The Occupational Safety Committee (OSC) was created to assure a safe work environment for faculty, staff, students, and visitors through the creation and maintenance of effective safety and health programs. It is the responsibility of the Committee to establish appropriate health and safety policies in accordance with federal regulations and guidelines that cover workplace safety.

For more information about the UNH Occupational Safety Committee, please visit http://unh.edu/research/occupational-safety-committee-osc

UNH Occupational Safety Committee
Perpetuity Hall, 11 Leavitt Lane
Durham, New Hampshire 03824
http://unh.edu/research/environmental-health-and-safety
Occupational Safety Committee

Meeting Minutes

December 18, 2014
9:00 – 10:00 AM
Dimond Library, Room 532

Members Present

Nora Molloy  Memorial Union Building
Guy Eaton  UNH Facilities (Facility Operations)
Susanne Bennett  UNH Facilities (Contracts Management)
Carolyn Kimball  Athletics
Gene Gargano  Housekeeping
Brian Cournoyer  Office of Environmental Health and Safety
Dean Elder  Animal Resources Office
Steven Luber  Housing
Robert Constantine  Library Administration
David Leach  Campus Recreation

Members Absent

Brandon Colby  Energy and Campus Development (Utilities)
Dan Corbeil  Information Technologies
Colin Williams  Facilities Construction Team
Mariah Bellington  Human Resources
Eric Gibson  University Hospitality Services
Dennis Dupuis  Health Services
Alan Bryce  Library Administration

Guests

The meeting was brought to order at 9:05 am. A quorum was present. Committee Member Eaton welcomed the committee and requested they review the September 18, 2014 meeting minutes. A motion to adopt the minutes was made by committee member Molloy. The motion was seconded by committee member Bennet and adopted by unanimous vote.

Committee member Cournoyer provided a review of losses for the 2014 calendar year. When compared to the previous year the number of incidents and financial losses have decreased. Falls continue to be the leading cause of incidents resulting in the greatest financial losses through November 2014.

Committee member Cournoyer reviewed the status of the new ergonomic web site and associated pages. The new site will provide much more information on proper workstation set up as well as proper lifting techniques. The site will also provide links on ergonomic related products and training. Committee member Molloy asked if on-line training would be available through the updated web site. On-line training will be provided through the recently developed CEMS System Training Module. Committee member Cournoyer briefly update the
committee on the status of the training module. OEHS is working on reviewing the system and identifying issues ensuring system is acceptable prior to going live.

Committee member Cournoyer provided copies of the current Occupational Safety Committee Charter to review and conduct its annual review. Several comments were made with regards to reflecting recent changes in department names. A motion to accept with noted changes was made by Committee Member Elder and seconded by Committee member Kimball. OEHS will make the changes to the charter.

Committee member Cournoyer reviewed recent changes to the UNH Fall Protection Plan. In general the program was modified to require those working in elevated locations where personal fall arrest or warning line systems are in use to work in pairs. In addition the warning line system was revised to reflect current OSHA letters of interpretation where applicable anchoring systems or railings are not present. The UNH plan was modified to allow the use of warning line systems at a distance of not less than 15 feet from a roof edge. Warning lines must comply with the minimum warning line standards for construction, installation, and visibility. The plan was also modified to ensure those department where lifts are used are included in training and use of personal fall arrest systems. This includes Rec. Sports and the MUB when “Genie” lifts are used and Athletics during filming of practice sessions from scaffolding and/or scissor lifts.

Committee members Cournoyer updated the committee on recent events involving a USHN Grant received to review smoking on campus. This was a follow up to previous meetings where the current smoking policy has been discussed. The University System of New Hampshire (USNH), in collaboration with the Community College System of New Hampshire has been awarded funding from the State of New Hampshire Tobacco Prevention and Control to assist in developing policy, identifying enforcement infrastructure, and augmenting cessation efforts with the goal of creating tobacco-free environments on all affiliated campuses. Committee member Luber requested an update on posting non-smoking exterior courtyard locations. No update as reported by committee member Eaton.

New Business:

No new business to report.

The committee chose to meet again on March 19th, 2014 at 9 am in Dimond Library Room 352. The meeting was adjourned at 9:45 AM.