UNIVERSITY of NEW HAMPSHIRE

Occupational Safety Committee

Agenda – First Quarter Meeting

March 20th, 2014
9:00 – 10:30 AM
Dimond Library, Room 352

1. Welcome and Introduction - Eaton
2. Review and Approve December Meeting Minutes
3. 2013 Losses To Date - Bellington
4. Globally Harmonized System/Hazard Communication Training – Cournoyer
5. CEMS Training Platform
6. New Business
7. 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
11 Leavitt Lane
Durham, New Hampshire 03824
http://unh.edu/research/environmental-health-and-safety
Meeting Minutes
March 20th, 2014
9:00 – 10:00 AM
Dimond Library, Room 352

Members Present
Brian Cournoyer  Office of Environmental Health and Safety
Brandon Colby   Energy and Campus Development (Utilities)
Dennis Dupuis   Health Services
Steven Luber    Housing
Guy Eaton       UNH Facilities (Facility Operations)
Gene Gargano   Housekeeping
Susanne Bennett UNH Facilities (Contracts Management)
Robert Constantine Library Administration
David Leach    Campus Recreation

Members Absent
Mariah Bellington  Human Resources
Carolyn Kimball   Athletics
Eric Gibson       University Hospitality Services
Dan Corbeil       Information Technologies
Alan Bryce        Library Administration
Dean Elder        Animal Resources Office
Nora Molloy       Memorial Union Building
Colin Williams    Facilities Construction Team

Guests
The meeting was brought to order at 9:05 am. A quorum was present. Committee Member Eaton welcomed the committee and requested the committee review the December 20th, 2013 meeting minutes. A motion to adopt the minutes was made by Committee member Bennett. The motion was seconded by committee member Leach and adopted by unanimous vote.

Committee member Cournoyer provided a brief review of losses for the 2013 calendar year. When compared to the previous year the number of incidents rose, however the actual financial losses were down.

Committee member Cournoyer updated the committee on the training requirements associated with the revised Occupational Safety and Health Administration (OSHA) Hazard Communication Standard and its alignment with the Globally Harmonized System for the Classification and Labeling of Chemicals. Since
the training modules were posted in CEMS on October 1st, 2013 approximately 900 employees have
completed the training. This includes both live training by OEHS and completion of the on-line modules.
The training will continue to be available on line throughout 2014. As part of the Getting Started New
Employee Orientation participants are shown the GHS training link available on the OEHS web site and
instructed to discuss with their supervisor whether they require training. The GHS/Hazcom training is
required for all those employees that would be required to handle, use, manage, or potentially come in
contact with chemicals in the workplace.

Committee member Cournoyer informed the committee on the current OEHS efforts in creating a
training/management system. The system is being developed under the Chemical Environmental
Management System (CEMS) currently used by the campus for chemical management. The system will
allow for the management and tracking of training, provide for notifications when refresher training is
required, and allows for managers and supervisors to see the status of their employees. In addition to the
tracking and management of training, the system will provide a platform for employees on both the
academic and staff sides of the community to take on-line training or sign up for live sessions. Requests
for BETA testers when the system is complete was presented. Rec Sports and Parsons Chemistry Library
are interested. OEHS to continue to update the committee on progress of system.

New Business:

Committee member Luber informed the committee of Housing efforts with Facilities Project Management
to create smoke free zones around dorms. Signage posted in upper quad and SERC A, B, and C. In
addition, Registrar’s office has requested increasing distance from building as smoke infiltrates windows.

Committee member Cournoyer informed the committee of 2014 Occupational Safety Program review
efforts. Should significant modifications be made, programs will be circulated through the committee for
review and comment as necessary.

The committee chose to meet again on June 19th, 2014 at 9 am in Dimond Library Room 532. The
meeting was adjourned at 10:00 AM.