Occupational Safety Committee

Agenda – First Quarter Meeting

March 26th, 2015
9:00 – 10:30 AM
Dimond Library, Room 352

1. Welcome and Introduction - Eaton
2. Review and Approve December Meeting Minutes
3. 2014 Year End Losses Summary – Bellington
4. CEMS Training Management System Demo – Ken Brown
5. Fall Protection Training – Cournoyer
7. Hazard Communication Program - 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
The meeting was brought to order at 9:10 am. A quorum was present. Committee Member Cournoyer welcomed the committee and requested they review the December 18, 2014 meeting minutes. A motion to adopt the minutes was made by committee member Elder. The motion was seconded by committee member Luber and adopted by unanimous vote.

Committee member Bellington provided a review of losses for the 2014 calendar year. When compared to the 2013 calendar year the number of claims rose slightly however the losses incurred were reduced. 2013 resulted in 326 incidents that yielded losses of approximately $429,000. 2014 UNH experienced 333 incidents resulting in losses of approximately $360,000. As requested during the December 2014 meeting a summary of locations where slip, trip, fall incidents occurred during the winter was provided and reviewed. Incidents occurred throughout campus with no specific locations warranting attention.
Committee member Cournoyer updated the committee on the revisions made to the Occupational Safety Committee Charter. Following the fourth quarter meeting in December 2014 where the committee voted to accept the charter with noted changes, revisions to the charter were made to reflect recent university department name changes.

Committee member Cournoyer introduced Ken Brown, OEHS to demo the recently developed CEMS Training Management System. The system was reviewed to showcase how it can manage a department's training, how managers and supervisors can see and track employee training requirements, how employees can sign up for live training, how employees can take on-line training, and the ability to provide training certificates. OEHS informed the committee that the CEMS Training Management System is available for use and OEHS can assist with getting departments set up. OEHS recommends that each department that utilizes the training management system establish one training administrator to manage the system for each department's specific needs.

Committee member Cournoyer updated the committee on the recent fall protection training being provided by OEHS. Each department that has employees that could be exposed to a fall of four feet or greater and that would utilize some form of fall protection would be required to attend a four hour fall protection training session. OEHS has contracted with Burdick Training to conduct the training. Each session involved lecture and hands on exercises to include both inspections and fitting of full body harnesses and lanyards. This includes an employee that would be required to use of any form of lift. In addition the training the committee was informed that OEHS would be taking control of conducting and documenting annual inspections of harnesses and lanyards and should any piece of equipment be found unacceptable it would be pulled from service.

At the request of Dana Buckley, OEHS Bio-Safety & Security Officer, committee member Cournoyer reviewed the requirements of the UNH Bloodborne Pathogen (BBP) program training requirements. The job description/functions and tasks that would require BBP training were reviewed as well as the requirement involving the Hepatitis B vaccination. OEHS requested a point of contact for those departments that conduct their own BBP training so Dana can request copies of existing and previous training and copies of any Hepatitis B vaccination forms.

Committee member Cournoyer updated the committee on the status of the revised Hazard Communication Program. As part of the recent changes to the OSHA Hazard Communication Standard, employers are required to update their programs by June 2015. Should modification to the program be made that would warrant a review by the Occupational Safety Committee it would be forwarded as necessary for review. In 2012 OSHA revised its Hazard Communication Standard to become in line with the provision of the Globally Harmonized System for the Classification and Labeling of Hazardous Chemicals (GHS). The adoption of GHS will make information found on chemical container labels and safety data sheets more consistent and accurate for employees.

**New Business:**

Committee member Bryce requested information on the USNH Grant to review smoking on campus. No new information was available for review and discussion.

Committee member Luber presented an article summarizing Dr. Gale Carey’s research on potential metabolic problems with flame retardants. The article summarized her research and potential affects flame retardants may have on obesity. The article was briefly discussed by the committee.

The committee chose to meet again on June 18th, 2015 at 9 am in Dimond Library Room 343. The meeting was adjourned at 10:15 AM.