UNIVERSITY of NEW HAMPSHIRE

Occupational Safety Committee

Agenda – Second Quarter Meeting

June 19th, 2014
9:00 – 10:30 AM
Dimond Library, Room 532

1. Welcome and Introduction - Eaton
2. Review and Approve December Meeting Minutes
3. 2014 Losses To Date - Bellington
4. Live Fire Extinguisher Training - Cournoyer
5. Globally Harmonized System/Hazard Communication Program – Cournoyer
6. CEMS Training Platform
7. New Business
8. 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
Members Present

Mariah Bellington  Human Resources
Carolyn Kimball  Athletics
Guy Eaton   UNH Facilities (Facility Operations)
Dan Corbeil   Information Technologies
Steven Luber   Housing
Alan Bryce   Library Administration
Colin Williams   Facilities Construction Team
Brian Cournoyer  Office of Environmental Health and Safety

Members Absent

Brandon Colby  Energy and Campus Development (Utilities)
Dennis Dupuis  Health Services
Gene Gargano  Housekeeping
Susanne Bennett   UNH Facilities (Contracts Management)
Robert Constantine  Library Administration
David Leach  Campus Recreation
Eric Gibson  University Hospitality Services
Dean Elder  Animal Resources Office
Nora Molloy  Memorial Union Building

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 reviewed the March 20th, 2014 meeting minutes. A motion to adopt the minutes was made by Committee member Williams. The motion was seconded by committee member Luber and adopted by unanimous vote.

Committee member Bellington provided a brief review of losses for the 2013 calendar year. When compared to the previous year the number of incidents and financial losses have increased. Falls continue to be the leading cause of incidents and represent approximately 46% of the financial losses through May 2014. Committee members Eaton and Williams requested if there were any trends in
locations where falls have occurred. Based on the actual incident reports no clear location or trends have been identified to isolate specific areas.

Committee member Cournoyer informed the committee that live fire extinguisher training has been scheduled for July 22nd. The training is scheduled to take place all day with sessions each 30 minutes starting at 8:00 am in C-lot. The committee was asked to work within their respective areas to inform personnel of the training and encourage them to attend.

Committee member Cournoyer continued to update 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. Employees continue to take the on-line training. The training will remain 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 status of the OEHS 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. OEHS to continue to update the committee on progress of system.

**New Business:**

Committee member Cournoyer informed the committee of the Lockout/Tagout refresher training conducted for those Authorized Employees following concerns expressed by the Durham Fire Department following a response to Holloway Commons. In addition to those Authorized Employees, Durham Fire Department representatives were invited, and attended in an effort to ensure understanding of the current UNH LOTO program.

The committee chose to meet again on September 18th, 2014 at 9 am in Dimond Library Room 352. The meeting was adjourned at 9:40 AM.