Occupational Safety Committee

Agenda – Third Quarter Meeting

September 19th, 2013
9:00 – 10:30 AM
Dimond Library, Room 537

1. Welcome and Introduction (new members) - Eaton
2. Review and Approve March Meeting Minutes
3. 2013 Losses To Date - Bellington
4. Ergonomics - Cournoyer
5. E-Cigarettes - Molloy
6. Globally Harmonized System/Hazard Communication Training – Cournoyer
7. Injury Prevention - 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
Meeting Minutes
September 19th, 2013
9:00 – 10:10 AM
Dimond Library, Room 537

Members Present
Gene Gargano  Housekeeping
Nora Molloy  Memorial Union Building
Colin Williams  Facilities Construction Team
Carolyn Kimball  Athletics
Alan Bryce  Library Administration
Guy Eaton  UNH Facilities (Facility Operations)
David Leach  Campus Recreation
Steven Luber  Housing
Robert Constantine  Library Administration
Brian Cournoyer  Office of Environmental Health and Safety

Members Absent
Mariah Bellington  Human Resources
Eric Gibson  University Hospitality Services
Dean Elder  Animal Resources Office
Brandon Colby  Energy and Campus Development (Utilities)
Dennis Dupuis  Health Services
Dan Corbeil  Information Technologies
Susanne Bennett  UNH Facilities (Contracts Management)

The meeting was brought to order at 9:05 am. A quorum was present. The minutes of the March meeting were reviewed (with no quorum for the second quarter meeting the minutes were tabled until September). A motion to adopt the minutes was made by Committee member Molloy. The motion was seconded by committee member Leach and adopted by unanimous vote. Committee member Eaton welcomed two new members to the Occupational Safety Committee, Alan Bryce and Robert Constantine. Both Alan and Robert will be co-representing Library Administration.

Committee member Cournoyer provided a review of losses for the 2013 calendar year. When compared to the previous year to date UNH losses are at 205, up from 177 in 2012. The 205 claims have totaled approximately $168,801 in losses, down approximately $63,000 from 2012. Contact with hot surfaces has the greatest frequency with 43 reported incidents, with falls – 38 incidents, and stuck against objects with 32 incidents rounding the top three categories.
Committee member Cournoyer briefed the committee on the Occupational Therapy Program, Ergonomics graduate course request to have students conduct ergonomic assessments. OEHS has assisted with the program course for several years and informed the committee that students were available for assessments and should they be interested to contact OEHS.

Committee member Molloy opened a discussion on e-cigarettes and smoking issues associated with the exterior of the MUB. The current UNH Smoking Policy refers to smoking and tobacco products but makes no mention defining tobacco products. Current use of e-cigarettes could potentially lead to a misperception regarding the smoking policy. The question of would e-cigarettes be considered a tobacco product and should they be covered by the smoking policy. The Occupational Safety Committee recommended that the current smoking policy be amended to include defining tobacco products and include e-cigarettes. A motion was made by Committee Member Williams and seconded by Committee Member Gargano. The committee unanimously agreed to petition the UNH EH&S Committee to amend the policy.

Committee member Cournoyer informed the committee on the training requirements regarding the recent changes to the Occupational Safety and Health Administration (OSHA) Hazard Communication Standard and its alignment with the Globally Harmonized System for the Classification and Labeling of Chemicals. OSHA has set a December 1, 2013 deadline to ensure all affected employees are trained on the changes to container labeling and the new safety data sheets. OEHS has developed and posted a training tutorial consisting of three modules on the OEHS web site. Each module is approximately 20 minutes in length. Following the final module a brief quiz is provided, where after the participant successfully answers five questions, they are notified they have completed the training. In addition to the on-line tutorial, OEHS is available to conduct live training.

Committee member Cournoyer initiated a discussion on injury prevention and requested committee assistance with promoting injury prevention throughout campus, with emphasis on slip, trip, and falls leading into the winter months. Many thoughts and ideas were brought forward, including:

- Injury prevention tutorials on OEHS web site – Dave Leach;
- Addressing smart phone usage – Robert Constantine;
- Addressing use of ear buds – Alan Bryce;
- Use of public service announcements – Colin Williams;
- Signs and postings informing UNH community of slip, trip, and fall statistics; and
- Development of “catchy” slogan to heighten awareness.

**New Business:**

Committee member Cournoyer briefly informed the committee of the live fire extinguisher training scheduled for Friday, October 4th. All were encouraged to promote the training and/or attend.

Committee member Luber asked if there were future plans for becoming a smoke free campus and requested if anyone knew Keene or Plymouth State current or future smoking policies. Committee member Cournoyer to contact Keene State EH&S manager to discuss.

The committee chose to meet again on December 19th at 9 am in Dimond Library Room 352. The meeting was adjourned at 10:10 AM.