Occupational Safety Committee
Third Quarter Meeting
Dimond Library, Room 537
September 20th, 2012 @ 9:00am

Agenda

- Welcome and Introduction
- Review and Approve June Meeting Minutes
- 2012 losses to date
- Incident Investigations
- Fire Extinguisher Training/video
- Fall Protection Plan update
- Hazardous Building Materials O&M Plan update
- Leavitt Center Traffic
- Bicycle Helmet Policy
- Other Business
The meeting was brought to order at 9:05 am. A quorum was present. The minutes of the June 21, 2012 Occupational Safety Committee meeting were distributed and reviewed. A motion to adopt the minutes was made by Committee member Williams. The motion was seconded by committee member Molloy and Gargano and adopted by unanimous vote.

Committee member Bellington provided a review of losses for the current calendar year 2012. To date UNH has experienced a total of 177 incidents, down from 196 in 2011. The 177 claims have totaled approximately $231,798 in losses, up approximately $23,000 from 2011. Falls continue to have the greatest frequency with 35 to date. UNH has experienced one miscellaneous incident that has resulted in the highest loss to date of approximately $24,000, while overexertion incidents involving lifting and back/shoulder injuries have resulted in losses of approximately $65,000. Committee member Bellington briefed the committee on a recent meeting held to discuss workers compensation and ways to enhance cost savings. The concept of fit for duty physicals, drug testing, and utilizing Health Services for work related injuries are ways currently under discussion.

Committee member Cournoyer updated the committee on OEHS continuing efforts to increase the frequency of incident follow-up/investigations. OEHS continues to follow-up/investigate those areas of high frequency as well as those with higher severity. Currently most incidents are being reviewed with supervisors in the form of an e-mail and/or telephone call. The emphasis is to increase awareness of incidents and ensure acceptable controls are implemented to prevent reoccurrence.
Committee member Cournoyer informed the committee of the video that was developed during the fire extinguisher training conducted in June. The video covers the instructor discussing the safe and proper operation of a portable fire extinguisher and shows employees during the live fire exercise. The training was a success and since its completion OEHS has received one testimonial where an employee was able to put the training to practice during an event that occurred at their home. The committee was briefed on the incident and informed that the testimonial and video are available on the OEHS web site. In addition to the video, committee member Cournoyer informed the committee that a second live extinguisher training session had been scheduled for November 1st. The committee was requested to recommend alternative locations for the training as C-Lot would be unavailable. Committee member Leach recommended conducting the training in front of the Whittemore Center.

Committee member Cournoyer reviewed the revised UNH Fall Protection Plan. The plan was circulated to the various operating groups that would be impacted by the changes. Comments have been received and final changes are being made prior to its finalization.

Committee member Cournoyer updated the committee on the Hazardous Building Materials survey project and Operations and Maintenance Plan. The plan is still in development and OEHS has met with Facilities IT to develop a standardized method to incorporate the data into the FAMIS system. Committee member Molloy requested a copy of the ACM Summary Table be forwarded to her.

Committee member Cournoyer requested assistance from the committee for the Occupational Therapy Graduate Program Ergonomics course students with conducting workstation assessments. They are looking for individuals on campus that are interested in having the students conduct a workstation assessment. Anyone interested was asked to contact committee member Cournoyer to coordinate.

Committee member Eaton continued the discussion on the status of the Leavitt Center traffic issue brought up by Gene Gargano. Additional signs have been posted around the Leavitt Center. Committee member Eaton is still waiting for Chief Paul Dean and Dirk Timmons to follow up on his requests. Committee member Eaton to follow up his previous requests.

Committee member Cournoyer informed the committee of a request by Housing regarding a bicycle helmet policy. The policy in place at Keene State College was discussed and it was agreed unanimously by the committee that the current Housing policy should be adopted university wide.

The committee chose to meet again on December 20th, at 9 am in Dimond Library Room 327. The meeting was adjourned at 10:00 AM.