Occupational Safety Committee
Meeting Minutes
June 15th, 2016
9:00 – 10:30 AM
Dimond Library, Room 537

Members Present

Brian Cournoyer  Office of Environmental Health and Safety
Susanne Bennett  UNH Facilities (Contracts Management)
Carolyn Kimball  Athletics
Jim Lapolla  UNH Police
Steven Luber  Housing
Gene Gargano  Housekeeping
David Leach  Campus Recreation
Robert Constantine  Library Administration

Members Absent

Dennis Dupuis  Health Services
Nora Molloy  Memorial Union Building
Eric Gibson  University Hospitality Services
Mariah Bellington  Human Resources
Alan Bryce  Library Administration
Dean Elder  Animal Resources Office
Dan Corbeil  Information Technologies

Guests

The meeting was brought to order at 9:10am. A quorum was present. Committee member Cournoyer welcomed the committee and requested a review of the December 15, 2016 meeting minutes (it is noted that a quorum was not present at the second quarter meeting in March). A motion to adopt the minutes was made by committee member Luber. The motion was seconded by committee member Kimball and adopted by unanimous vote.

Committee member Cournoyer briefly reviewed losses to date. Loss data reviewed was from January 2017 through April 2017. During this period Dining Services has continued to reduce their number of accidents. Overall losses remain consistent with previous years however the severity was observed to be lower compared to previous years. No significant losses were reported.

Committee member Cournoyer reviewed with the Committee the recently developed and implemented electronic accident/illness reporting module. The module was developed in the Chemical Environmental Management System (CEMS), and allows CEMS users and non-users (guests/visitors) to complete accident reports. Once a form is submitted it is then forwarded to HR and OEHS. The system also forwards a notice to the employee’s supervisor that they need to complete the supervisors portion of the form. The system was designed to assist in expediting the submission process and allow OEHS to receive the reports in a timely manner. In
addition to the notification of OEHS and HR, key OEHS representatives are notified should an accident/injury/illness occur in a laboratory (Laboratory Safety Manager), involve radioactive materials or laser (Radiation Safety Officer), or exposure to blood, potentially infections materials, or other biological materials (BioSafety Officer).

Committee member Cournoyer briefed the committee on two new safety program initiatives. The first is the development of a formalized Powered Industrial Truck safety program. Current OSHA regulation mandate training, inspections, and operator evaluations. UNH currently relies on individual departments to manage their use of powered industrial trucks. The development of a formalized program will standardize how they are used and managed at UNH. The second program initiative is the use of Aerial Lifts. Multiple department use a variety of lifts at UNH for a variety of tasks. Currently the only requirement for using lifts is the mandatory use of personal fall protective systems as outlined in the UNH Fall Protection Program. Facilities Operations has developed training for their users and OEHS will be expanding that as well as inspection procedures for the rest of the campus. Each plan will be developed, reviewed internally by OEHS and impacted operating groups, and then through the Occupational Safety Committee for final approval.

Committee member Cournoyer informed the committee of recent changes to the UNH Workers Compensation Insurance Carrier. MEMIC has been replaced with Gallagher Bassett and will utilize Risk Strategies as our loss control services.

New Business:

Committee member Lapolla briefed the committee on the Facilities Safety Committee and their work involving the use of personal protective equipment to include hearing protection, safety glasses, and safety vests.

The committee chose to meet again on September 21st, 2017 at 9 am in Dimond Library Room 537. The meeting was adjourned at 9:50 AM.