The meeting was brought to order at 9:10am. A quorum was present. Committee Member Eaton welcomed the committee and introduced Dana Buckley, OEHS BioSafety/Security Officer and brief introductions were made. Committee Member Eaton requested a review the September 17th, 2015 meeting minutes. A motion to adopt the minutes was made by committee member Gibson. The motion was seconded by committee member Leach and adopted by unanimous vote.

Committee member Cournoyer provided a review of losses to date for the 2015 calendar year. When compared to the same time in 2014 the number of incidents is down from 301 to 291, however the costs associated with the 291 incidents is up approximately $122,000 to approximately $402,500. This increase is primarily the result of one fall that has resulted in just over $115,000. Falls continue to be the greatest frequency and yield the highest costs to date. The 2015 significant losses were also reviewed. Seven losses have contributed a total of approximately $255,817 of which two are the result of falls on campus.
Dana Buckley was in attendance to discuss the UNH Bloodborne Pathogen Program. Specific BBP procedures were handed out to affected departments and a review was requested. Should any modifications be required departments were requested to contact Dana. Dana reviewed the current OSHA requirements related to those employees/job tasks where occupational exposure to BBP’s is part of an employee’s job description which included the necessary training and hepatitis B vaccination series. In addition, Dana requested to audit those impacted departments that conduct their own internal BBP training to ensure the appropriate records are being maintained.

Committee member Cournoyer provided an additional update on the CEMS Training Management System. OEHS continues to be in discussions with Facilities Services and has initiated discussions with Facilities Construction Team and with the Dining Services HR Partner.

Committee member Cournoyer updated the committee on the draft Indoor Air Quality Management Program. The Sustainability Institute had approached OEHS in regards to formal IAQ policies as part of its current Sustainability, Tracking, Assessment, and Rating (Stars) Program. To gain additional points towards its Stars rating, they requested the development of a formal IAQ Management Plan. A working group was established to discuss, to which OEHS was tasked with the development of a draft program. The draft program was completed and forwarded to the working group for review. The program focused campus resources towards education and outreach to pro-actively address potential IAQ issues in an effort to prevent IAQ concerns. The committee was informed of the components of the program and were requested to review the draft document following its approval by the working group.

**New Business:**

Committee member Molloy mentioned a recent article in the November 23rd New Hampshire regarding the Student Senate and Student Life strategic plan involving UNH and a smoke free campus.

Committee member Williams brought up the recently established Facilities Safety Committee. The committee consists of Facilities Division representatives that also includes Matt Smith with the Office of Environmental Health and Safety. Matt is providing representation from OEHS to act as a technical liason in regards to occupational health and safety related issues and questions. The committee meets monthly and involves discussing recent injuries, health and safety initiatives, and performs regularly scheduled inspections. Should there be any concerns or issues expanding beyond the Facilities Committee Matt will discuss with Committee Member Cournoyer for inclusion in the Occupational Safety Committee quarterly meeting as deemed necessary.

The committee chose to meet again on March 17th, 2016 at 9 am in Dimond Library Room 352. The meeting was adjourned at 10:05 AM.