

# CAHNRS College-Level Safety Committee Notes

January 9, 2018

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## Attendance:

Present: Dan Dreesman, Dixie Kearney, Elizabeth Willems, John Reed (EHS), Jerry Moreland, Bill McCrae, Dan Gorton, Daniel Edge-Garza, Sam Martin, Mike Costa, Laura Lavine

Absent: Richard Partain, Adair Lawrence, Mike Adams, Thomas Dahl, Jeff Lunden

### 1. Safety Committee File Share

- a. Access- Everyone present at the meeting indicated they were able to access the file share with the exception of Mike Costa, and we did some troubleshooting after the meeting that will allow him to connect.
- b. Information (Committee agendas, notes, flyers, website, etc.)- A goal is to send out monthly safety reminders to all of CAHNRS on topics relevant to incident reports and timely activities. The members of this committee should encourage the safety committees in their areas to post the information on their safety bulletin boards and forward to their committees for further distribution.

### 2. Accident Prevention Program chapter reviews and discussion

- a. Chapter 1 – Introduction – Edits were discussed and suggested by the committee...
- b. Chapter 2 – APP General Guidance and Instructions- Edits were discussed and suggested by the committee...
- c. Chapter 3 – Responsibilities – The committee will continue to review and make edits during the next two weeks.
- d. Chapter 4 – Accident Injury Reporting - The committee will continue to review and make edits during the next two weeks.

### 3. Discussion: Identifying subgroups for working through APP chapters by type – To be discussed at a future meeting due to time constraints.

### 4. Safety Reporting/Updates

- a. Incident reports- the following incidents were reported in the last few months in CAHNRS – a rear-end collision vehicle accident, a lifting injury resulting in hernia, an arm injury due to playing with children, and slips on ice. The monthly topical email to all CAHNRS is intended to help bring awareness to everyday safety.
- b. EHS training development update – not discussed due to time constraints.

### 5. Adjourn

## TOPICS FOR NEXT MEETING'S AGENDA

- Continuing work on the Accident Prevention Program Chapters
- Safety Reports/Updates