

Safety Committee Meeting

9/8/15

Began at 11:10.

After some discussion, the committee came to an agreement that our monthly committee meetings will begin at 11:00.

Report on presentation at the new faculty orientation:

- Kimi Lucas and Jeb Owens reported the presentation went well.
- The presentation is available on a flash drive as well as links for safety.
- It was reported that the person to contact for information about the new faculty orientation is Lisa Johnson. Information is to go to her and she will decide where it should go.
- The message that went out for safety in labs is that it is the responsibility of the PI—the resources and information are available and the responsibility is on them and the rest of the lab.

Report on Fire Drills:

Daniel Edge-Garza reported on the 3 buildings who participated in fire drills: Vogel, Johnson Hall, and Food Science Building. All reportedly were out of the building under expected time: 4 minutes.

- Johnson Hall was out under 3 minutes and 40 seconds
 - Problems reported during drill in Johnson Hall were that the alarms were hard to hear.
- Vogel was out under 3 minutes
- Food Science building was out within 3 minutes
 - Problems reported from food science: No designated meeting place was clearly addressed. People met in parking lot when they evacuated the building, but this could be an issue for firetrucks when they arrive.
- The times were reported and measured by having observers placed on each floor to see how long it took for each floor to evacuate.
- Another concern for buildings are identified refuge areas. There is a refuge area located in Vogel Hall but not sure about Johnson Hall and the Food Science Building. It was discussed there should be a refuge area on each floor. The discussion continued and it was noted that refuge areas should be indicated on the evacuation maps. If there is any question about a refuge area in a building, the fire marshal should have this information, or be able to indicate this.
- Buildings with floor wardens or captains should know the protocol on what to do if there are people who physically can't get out of a building until firemen with appropriate equipment arrive.
- The discussion then continued about who is in charge of these safety protocols—is each floor responsible for designating someone or the entire building should be responsible.
- Fire drills are completed annually—Daniel volunteered to look into which buildings need fire drills.
- Kimi Lucas suggested this committee provide general resources to the buildings so that buildings will be responsible for completing an annual fire drill.

AEDs Service and Replacements

Jeb began the discussion of AEDs by focusing on:

- who will check on the existing AEDs in buildings to make sure they work
- Who replaces parts (and who uses their expenses) if they do not work

Ryan Gehring (Fac Ops) is person of contact.

It was discussed that we need a comprehensive map of the AEDs that already exist in the buildings

The AEDs should indicate if it's working or not and these should be checked annually—there is a test button on each machine that indicates if it's working or needs service.

Kimi Lucas added that ideally there should be 1 “entity” responsible for checking the AEDs annually. It was brought up Fac Ops was offering, but it was too expensive.

It was then suggested that the committee come up with a proposal for funds for AEDs and their maintenance—one idea is to have money put into a fund to maintain these.

Another suggestion was to send a reminder to chairs in CAHNRS annually.

To begin this process it was suggested that:

- 1) We located where the AEDs are and how patrols them
- 2) Start here and then decide what the next step is
- 3) Possibly submit a proposal about funds for the AEDs

Jeb will draft an email to chairs about where the AEDs are and send it out, including Ryan Gehring in Fac Ops

The replacement of Rich Villa is now Jerry.

Daniel Volunteered for EH&S to replace Rich Villa

To close the meeting and for next meeting:

What are our priorities for this committee this year?

We want to create a list to prioritize. This could include a list to prioritize to improve safety plans. Also to look at goals to align with strategic plan.

Kimi is looking for what buildings have which departments housed in them as one starting point

If we go to a building-centered model—what the protocol on designating building safety committees?