MINUTES

**University Safety and Health Committee**

November 17, 2010, 2 p.m.

Vance Academic Center, Room 106

Attendees: Fred Bonvicini (guest), Laurie Colburn, Laurie Dunn, Dominic Forcella, Rene Karas-Johnson, Carol Morano, Ray Primini (DAS), Coleen Sturken

Absent: Jean Alicandro, Clifford Anderson, Richard Bachoo, Sharon Braverman (on sabbatical), Neil Glagovich, Sally Lesik, Jason Powell, Joseph Starzyk

**Call to Order**

Chairperson Karas-Johnson called the meeting to order at 2:10 p.m. C. Morano moved, seconded by L. Colburn, to approve the minutes from the September 16, 2010, meeting. Motion carried unanimously.

**Old Business**

Campus Smoking Awareness Campaign

The Chemistry Club members were unable to come up with a week that they would have enough members available to carry out the campus Smoking Awareness Campaign. We will try to run the campaign either next spring or fall. We will also look into involving additional student clubs/organizations.

**New Business**

Review of E-mails Received

One email was received since the Committee’s September meeting. The email was from Faculty Senate President Candace Barrington stating that the Faculty Senate had received the following proposal: “The Faculty Senate proposes that CCSU bans smoking on all campus property.” C. Barrington noted that the Faculty Senate did not endorse the proposal. After some discussion, Committee members agreed not to endorse the proposal at this time. This subject has been previously discussed by the Committee and the feeling is that without legislative change, such a ban will be difficult to enforce on campus.

Member Concerns and Suggestions

L. Dunn noted that the University Safety and Health Committee’s charge is to “share ideas with the University administration regarding safety; accident and illness prevention programs; training in the identification and reduction of workplace hazards; and safety and health education.” She suggested having a standing item on each agenda of “Member Concerns and Suggestions” to provide an opportunity for each member of the Committee to provide input and feedback related to the charge of the Committee.

* D. Forcella: Requested L. Dunn obtain the annual OSHA-300 (Incident Log) report and share this information with the Committee so they may be informed of the types of work-related injuries and accidents that are occurring on campus.
* R. Primini: Discussed the types of safety training and programs that are offered by DAS: Ergonomics, Slip & Fall Prevention Campaign, Maintenance Staff Safety Training.
* C. Morano: Raised a concern regarding early morning clearing of sidewalks between Welte Garage and Davidson Hall.

Library Safety Committee – Evacuation Procedures

This topic was raised at the September meeting following an incident that occurred in the Library when pepper spray entered the HVAC system. At the time it was not known what the substance was and there was some confusion as to who should be called and whether or not the Library should be evacuated. D. Forcella stated that there is a CCSU Emergency Procedures Guide (flip book) that was printed some time ago. This Emergency Procedures Guide is also available on the CCSU Police Department’s website: <http://www.ccsu.edu/uploaded/websites/Police/CCSU_EPG_v7.pdf>

C. Sturken stated that Carl Antonucci, the new Library Director, has met with appropriate university officials since the pepper spray incident to address handling of similar situations in the future.

After the meeting it was confirmed with Police Chief Jason Powell that in an emergency “911” should be dialed. All 911 calls flow through the New Britain Public Safety Answering Point and if the emergency pertains to the campus, the call will be transferred to CCSU Police dispatchers, unless it is a fire or medical emergency. In these two types of calls, they will dispatch fire or EMS directly and advise CCSU dispatchers. To the point, all emergency calls should be to 911 or made via one of the campus emergency phones.  In the case of campus emergency phones, the caller will reach our dispatchers because the phones are part of the University phone system.

Online Chemical Quiz for Lab Students

This item will be tabled until the next meeting.

Emergency Notification System Review Committee

L. Dunn reported that an Emergency Notification System (ENS) Review Committee has been created to investigate alternatives for collecting, maintaining and updating account information for the ENS (MIR3) online system with a goal of full faculty/staff and student participation by June 2011. The ENS is used to notify the university community of a major university-wide emergency via telephone, email and/or texting options. The ENS is currently offered on an opt-in basis and the participation rates are fairly low. To provide a safe and secure campus participation needs to be at or near 100%. Online registration for the ENS is available at: <http://www.ccsu.edu/page.cfm?p=596>

Future Health Campaigns

The Committee agreed to support the American Heart Association’s “National Start! Walking Day” on April 6, 2011. L. Colburn, L. Dunn, R. Karas-Johnson, and C. Sturken will work on the CCSU campaign for this event. C. Morano will ask the Administrative Clerical union leadership if they would like to again support Wear Red Day this year (2/4/11). It was discussed that this year we could focus on heart health awareness on Wear Red Day rather than on donations.

R. Karas-Johnson stated that the CPR protocol has recently changed. She will contact Lynn Talit to see if there is interest in holding updated CPR training during the spring semester.

Safety & Health Committee Website

L. Dunn reported that she has just received access to maintain and update the Committee’s website. Any ideas or suggestions for the website can be shared with her. R. Primini will send her brochures related to ergonomics and winter safety that can be posted on the website.

**As May Arise**

Fred Bonvicini, Assoc. Director of Operations (Physical Plant), provided information to the Committee concerning bed bugs. He reported that there has been a bed bug epidemic throughout the U.S.; however, the Northeast has not been as hard hit as other areas. The good news is that bed bugs do not transmit diseases, but the bad news is they can live for 18-months without a food source. F. Bonvicini reported that some dormitory rooms were found to have bed bugs during the first few weeks of the semester. CCSU has employed 2 different vendors to handle exterminations. Bed bugs are transported onto campus by people and/or property. F. Bonvicini reported that the University has been very aggressive at dealing with any bed bug problems and currently he is not aware of any active problems.

**Adjournment**

Motion to adjourn the meeting was made by L. Dunn and seconded by C. Morano. The meeting was adjourned at 3:25 p.m.

Respectfully submitted,

Laurie G. Dunn

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Secretary