

# CSUB SAFETY COMMITTEE MINUTES

June 5, 2001

## Call to Order:

Barbara Brenner called the meeting to order at 9:00 a.m.

## Roll Call

Present: Brian Baker, Barbara Brenner, Patrick Choi, Janice Clausen, Bob Fallon, Armanda Ghilarducci, Jamie Jacks, Diana Kirk, Mark Murie, Marsha Oden, John Ritter, Jim Jeffries

Absent: Nancy Bailey, Tamarah Harber, Gary Ivey, Teresa Robertson, Darren Thompson, Bob Brown, David DeWitt

## Review of minutes of March 6, 2000 Meeting

Approved

M. Murie will give B. Brenner information regarding student assistant work hours to be included in the campus injury rate calculations. J. Jacks reiterated the need to fill potholes in Lot A. B. Brenner will add that to the minutes under traffic safety.

## Review of Old Business

### Trip Hazards

B. Brenner reported that the 2001 trip hazard survey was completed yesterday. The main focus of the inspectors was sidewalks and crosswalks on campus. J. Clausen stated that Disability Services is happy with the new list and priority areas.

### Cart Safety Program

Several Facilities Management staff have reviewed the model cart safety programs. J. Jeffries reported that some of the guidelines from CSU Fresno, CSU Fullerton and Loyola Marymount University were extensive and that our program should be more streamlined. B. Brenner stated that she would draft a cart safety program tailored to CSUB. J. Jeffries spoke about the need for wider sidewalks on campus for cart travel. B. Brenner stated that she would take the issue to the facilities planning staff.

### Traffic Safety

M. Neal has spoken with Jack La Rochelle of the City Public Works Department regarding the possibility of posting a flashing light at the south entrance to the campus off of Camino Media. Committee members commented on the installation of a stop sign at Camino Media and Scarlet Oaks. The Committee discussed the need for a traffic light to control flow onto campus from Stockdale at Don Hart Drive West. B. Baker stated that there has been no decision on this issue yet. B. Baker also stated that the closure of Don Hart Drive East to vehicle traffic would be completed soon. New signs for directional flow on campus will help get staff and students familiar with the new Loop Road. Brian also reported that new pedestrian crossing signs had arrived and would be installed soon at the crosswalk between Alumni Park and Lot A.

### Evacuation Drill

B. Baker reported that the evacuation drill held on March 28, 2001 was completed in 18 minutes. Public Safety is planning an evacuation drill for October 2001 that will include staff, faculty and students. B. Fallon stated that he received no call from Public Safety regarding evacuation of campus dorms. B. Baker replied that Housing has special needs that will be addressed at the next evacuation drill.

### Governor's Safety Award

B. Brenner stated that there has been no decision regarding safety awards from the State.

### **New Business**

#### Contractor Safety Concerns

B. Brenner reported that Teresa Robertson expressed concern about unsafe equipment and procedures during refilling of fire extinguishers at a recent training session. John Ritter observed the same problems. Teresa also reported safety issues pertaining to remodel projects in the Science building. B. Brenner stated that any safety concerns regarding contractors need to be reported immediately to supervisory staff in the department managing the contract. Facilities Management is responsible for most contract work. Safety and Risk Management staff can assist if it is unclear who is responsible for supervising the contract.

#### Training

B. Brenner stated that T. Robertson also brought up the need for hazardous materials awareness training for building marshals who will evacuate the science buildings. B. Baker agreed that training is needed and plans to include all building marshals in hazardous materials awareness training over time.

B. Brenner and M. Murie reminded the committee that Save – A – Back training would be held June 6 from 1-5 p.m. in the Stockdale Room. Return to work and risk management training has also been presented during the last quarter.

### Quarterly Injuries

B. Brenner stated there were 9 work related injuries during the last quarter, 3 involving nursing students in local hospitals. She referred that matter to Marcia Tyler-Evans for follow up with the Nursing faculty. The other injuries were caused by falls, a door hitting an employee in the back, and an elbow strain.

### Meeting Schedule and Membership

B. Brenner reported that Darren Thompson will graduate and that the Committee will get a new member from ASI next fall. B. Brenner recently supplied a list of members to Kathryn Plunkett. Any union representative who has a concern about participation should contact union leadership. Any management representative who has a concern about participation should contact Barbara. Committee members agreed that the standing schedule of meeting quarterly on a Tuesday at 9 a.m. should be carried on through 2001-02. Barbara thanked everyone for his or her participation during this last year.

### **Other Business**

No non-agenda items were raised for discussion.

### **Adjournment**

The meeting adjourned at 10:00 a.m.