

**EASTERN MICHIGAN UNIVERSITY
UNIVERSITY HEALTH AND SAFETY
COMMITTEE MEETING MINUTES**

November 17, 2023

Attendees:

Laura Drabczyk – Risk & Emergency Mgmt.
Chris Grant – Facilities
Candace Hunter – Academic Affairs
Tanya Johnson – Science Complex
Kevin Lawson – Student Center
Pat McGill – DPS Officers Union

Lisa Mitchell – FT Lecturers
Emily McKinnie – Residence Life
Clifford Sims – Athletics
Tiffany Smith – UAW 1975
Crystal Walrath – UACDC
Kathryn Wilhoff – EHS

Absent:

Timothy Allen, Audrey Farrugia, Cathy Gable, Don Gregory, Kristen Klochko, Charles Krey, Matt Lige, James McEvers, Auggie Mickevicius, Mary-Elizabeth Murphy, Jeffrey Norris, John Sidelinker, LaMar Stewart, Beth Stoner, Shana Thompson, Joseph Torres and Mia VanSlyke

1. This meeting was conducted via Zoom.
2. The activity report for October/November was sent to the committee members prior to the meeting. The following items were discussed:
 - a. Candace Hunter inquired about the access to the McKenny file room and the status of the wet files, item 6bb. Kathryn noted HR can access the file room whenever they need to. They should call or email Kathryn and she will notify Belfor personnel to expect a visit from HR staff.
 - b. Tanya Johnson requested information on the water shutdown plan, item 5b. Kathryn indicated EHS and Facilities are working on a formalized plan for water shutdowns, especially extended outages. A draft plan has been created but has not been reviewed for adoption.
3. Laura Drabczyk reported the following:
 - a. Rave alerts will be called Eagle Alerts in the near future.
 - b. The new insurance carrier, Travelers, site visit went very well.
 - c. The 2021 flood claim has been closed out.

4. Chris Grant noted the following:
 - a. Grounds is preparing the snow equipment for winter.
 - b. Grounds received a new plow truck and is hoping to receive additional new vehicles this year.
 - c. LAZ has a new snow removal contractor this year. They have conducted several site visits.
5. Pat McGill reminded the committee ALICE training has open sessions. Please check the [website](#) for dates, times and to register.
6. Crystal Walrath inquired about the training date for Narcan Training for UACDC. Kathryn indicated the session will be held in their office on 12/13 at 1:30. EHS is in the process of coordinating Train-the-Trainer sessions for Narcan training on campus and will begin offering Narcan training in the winter semester.
7. Crystal also inquired about safety training for the personnel working in the Career Closet. Pat McGill indicated to contact the Chief with the details of the type training she is looking for and he will assign it to one of the officers.
8. Emily McKinnie reported the following:
 - a. Emails are going out to residence for how to prepare for leaving campus for the Thanksgiving and semester breaks.
 - b. Staff will be doing spot checks on rooms over the Thanksgiving holiday and will check every room during the semester break.
 - c. Staff are also conducting spot checks of the front desks for PII and safety compliance.
9. Kathryn noted the following regarding Housing:
 - a. They are doing a great job on fire drill training. When she was at the Towers changing AED batteries and the AED cabinet light was flashing, one student walked into the area and said "Are we having a fire drill and should I leave the building."
 - b. Since the Walton-Putnam battery bucket has disappeared from the recycling location, she is going to place it at the front desk for now until Recycling signage is posted.
 - c. If labels are needed for light bulb recycling, please let EHS know.
 - d. The Lakeview and Westview apartments are very nice. Lakeview has a great view and the apartments with the vaulted ceilings at Westview seem huge.
10. Chris Grant also noted the recycling in some Housing areas is being thrown away. There appears to be a communication and training issue.

11. Kevin Lawson noted the recycle dumpster at the Student Center needs signage to indicate what can go into them. Chris Grant will provide the signage.
12. Lisa Mitchell reported all the paper towels have been removed from Pray-Harrold and she was wondering if one dispenser could be installed for those liking to use paper towels to open the door to exit. Kathryn check with Facilities and they noted there is no plan to install paper towel dispensers in buildings with hand dryers. This is part of the University's sustainability initiative. The installation of foot pedals or door openers is cost prohibitive.
13. Kevin Lawson reported the candy vending machines have been delivered to the renovated residence halls. New beverage machines are taking a month and a half to manufacture.
14. Clifford Sims noted the following:
 - a. Football games at home are over for the season and basketball has started.
 - b. Renovation of the football stadium is likely starting in the near future and there may be a new track.
 - c. Kevin Lawson asked new track or resurfacing? Cliff indicated the track would be relocated to the area by the Rec/IM baseball fields if approved. The track area of the stadium would be filled in with turf.
15. Kathryn noted the following:
 - a. The Travelers insurance site visit was broader in scope than the previous insurance company. Travelers looked at laboratory safety and OSHA compliance rather than just flooding and fire safety.
 - b. Updates to the confined space entry program continue; Sill and Strong have been completed, Mark Jefferson is in progress.
 - c. The CHP is being updated.
 - d. Scheduling of CPR, AED and first aid classes for early 2024 is in progress and there are still spaces in the December 14th CPR training. To register, please email Kathryn.
16. Emily McKinnie asked who to contact regarding camera/monitors are not working in Buell and Wise. Pat McGill said to contact Chief Lige.

**The next Health and Safety Committee Meeting is Friday
December 15 via Zoom.**