Health and Safety Committee 10 Meeting

23 January 2012, 2:00 PM

Anderson Hall

Present: David Zuckerman (DZ), Collen Marquist (CM), David Warren (DW), Kristian Haapa-aho (CH), Summer dela Cruz (SD), Achim Nicklis (AN), Craig Staude (CS), Kathy Newell (KN), Stanley Choi (SC), Doug Russell (DR), Pete Granger (PG), Nate Briley (NB), Roy Farrow (RF), Nicholas Wehner (NW), Andrea Fleming (AF), Julie Hahn

The meeting was called to order by DZ. CM taking minutes.

The December meeting minutes were approved.

**Old Business:**

* None.

**New Business:**

* Elected Committee Chair David Zuckerman and Co-Chair Kristian Haapa-aho. Collen Marquist will continue to take minutes. Meetings will be at 2 PM in Anderson 107A on the third Monday of the month, except when a Monday holiday affects the schedule. Then the meeting follows on the fourth Monday of the month.
* DZ explained OARS reporting.
* 2011-12-111: Closed.
* 2011-12-119: Closed.
* DZ discussed the details of Health & Safety Plan annual reviews. This year’s focus in the committee will be the EEOP – evacuation wardens, annual fire and alarm drills, first aid kit supplying, etc.
* DZ will send out a list of what should be in a first aid kit.
* Training records are recommended to be retained in hard copy as electronic retention may result in computer being taken by L&I during injury claim investigation.
* CPR is required training (8 hours) if an employee is required to work out-of-doors.

**U Wide HSC news:**

* None.

Next meeting: February 27, 2012 at 2 PM.

Meeting adjourned.