

**Safety Committee
Meeting Minutes
February 12, 2018**

Members in Attendance:

Chris Boake – College of Arts and Science
James Cantu - EHS
Steve Crouch - UTIA
Bill Dunne- College of Engineering
Dave Irvin – Facilities Services
Pam Jeffreys – Risk Management
Dan McGuffey – Human Resources
Tykera Mins – Emergency Management
Emily Simerly – UT Police
Mark Smith – EHS
Jack Stalling – Parking and Transit
Brad Walker – Emergency Management
David White - UTIA
Scott Zurcher – Athletics

- I. **Minutes From Previous Meeting-** Minutes from the previous meeting were included in the handouts for review. Any noted changes should be directed to Mark Smith.
- II. **Annual Report – Environmental Compliance Team** – The handouts contained a draft of the annual report for the Environmental Compliance Team for 2017. Additional information is being solicited and a final copy will be available in approximately two weeks.
- III. **Laboratory Safety Committee** - Minutes from the January meeting of this group were included in the handouts. Major topics from this text were highlighted.
- IV. **2017 Employee Accident Stats** – April Case from EHS prepared the handouts that summarize the 2017 employee accidents. The total number of lost employee workdays due to accidents was at a record low. The number of restricted or transferred workdays due to on-the-job accidents as up. Accidents involving ladder were significant during 2017.
- V. **Campus Peer Safety Review** – The annual peer safety review is scheduled for Monday, March 26. The safety officer from the UT Health Science Center will be performing the audit.
- VI. **Emergency Management Update** – A full-scale exercise is scheduled for three days in May with the scenario being an active shooter.
- VII. **Agenda for the TN Safety Officers Meeting for Higher Education** – The handouts contained a draft agenda for the spring TN Safety Officers meeting. This annual event brings

together the safety officers from the UT and TN Board of Regent school.

- VIII. **Chemical Inventory** – The annual chemical inventory started in January with the deadline being March 1.
- IX. **Bylaws and Membership Review** – The handouts contained the Safety Committee by-laws. A number of minor changes were recommended. *Mark will make these changes and forward to the group.*
- X. **AED Program Management** – UT has identified a contractor to manage the 130+ automated external defibrillators (AEDs) on campus. It's hope this process will start in July of this year.
- XI. **New Business-** Various safety aspects were discussed relative to the controversial speaker, who is scheduled to appear this Saturday on campus.
- XII. **Meeting Schedule for 2018** – The Safety Committee is scheduled to meet the third Monday of the second month of each quarter during the year.
- XIII. **Next Meeting** – The next meeting will be May 21 – at 1:30 p.m. in 113 of Blount Hall.