**Environmental Health and Safety Committee Minutes**

**October 21, 2020 –Walker Library**

**Members Present:** 17 People attended the meeting, attendees are as follows: Alan Parker, Joe Whitefield, Buddy Peaster, Chad Mullis Bill Waits, Larry Maples, Mark Hatcher, Jake Turner, Katherine Green, Kathy Musselman, Frank Baird, Paul Wydra, Sondra Wade, David Edgar, Macy Smith, Joyce Reed and Rhonda Vaughter.

**Meeting Discussion:**

1. Greetings and Introductions:
2. Safe Colleges and Mandatory Training:
	1. Rollout of Training to take place in Dec 2020
	2. Justin Reed is developing his own content for his specific buildings/employees.
		1. Other departments will soon begin developing their own content.
	3. Title VI & IX Trainings are on the same platform as the Facilities trainings, but are accessed through a different link.
		1. Questions or comments – None.
3. Responsibilities for meeting members as well as personnel – Policy 32
	1. Emergency Operators Plan (Chief Peaster)
		1. 99% Draft
	2. Waste Reduction Plan reviewed
	3. Reviewing Security Cameras – Stats on campus
	4. Overall Safety Concerns
	5. Reviewing Departmental Safety – Lab Safety Manual
	6. Environmental Compliance & Stormwater
4. Policy 735: Environmental Health & Safety
	1. Everyone has a role to play for safety on campus, protocols, etc.
		1. Policy 735: 3A
			1. Each division has a coordinator/EHS contact for compliance & guidance, interpretation of policies, consultation, etc.
5. Campus Security Cameras
	1. Explanation led by Chief Peaster
		1. Three main areas: buildings, poles, call boxes
		2. Task force meets with ITD & Police every 2 weeks for review
	2. Cameras have aided in solving armed robberies, hit & runs, etc.
	3. Committee members were given instructions on call boxes.
	4. There was a prior situation in the Ingram Building, so Chief Peaster followed up with an explanation of the panic buttons.
		1. Tom Wallace with ITD will contact the Task Force for installation.
	5. An Emergency Management Position will be created.
6. Annual Safety Report:
	1. Quick explanation of the report & each area of EH&S (Industrial Hygiene, Fire & Life Safety, Civil/Environmental Engineering)
		1. Discussed:
			1. Crisis Management Team
			2. Task Forces
			3. Capital Maintenance Safety Initiatives
			4. Responses to COVID-19 on campus (Joe)
			5. Safety Controls
			6. OSHA 300A

**Next meeting is scheduled for January 20, 2021 on Skype call**