

Date: **17 OCT 2018**

RE: **Minutes of the Environmental Health and Safety Committee Meeting**

Location:

Walker Library Room 475

Attendees:

- 1.) 11 Person Attended meeting
 - a. See Sign in Sheet

Notes and Minutes:

1. Environmental Health and Safety Services Personnel introductions.
 - a. Alan Parker
 - b. Jake Turner
 - c. Terry Logan
 - d. Mark Hatcher
2. The overview Of Changes Within the Infrastructure of EH&S
 - a. No Associate Director.
 - i. Split into two differing positions
 - b. Industrial Hygienist and Fire and Life Safety Specialist positions
 - i. Jake Turner-Currently holding Fire and Life Safety Specialist position on a Part-Time Temporary Contract.
 1. 11 months in position:
 - ii. Industrial hygienist position still open
 1. Awaiting hiring of person
 2. Under Mark Hatcher
 - iii. Emergency Operations Manager Position:
 1. Terry Logan.
 2. Working many Entities on Campus to provide Service.
3. Environmental Health and Safety Services Website
 - a. Focus Act
 - b. Campus Safety handbook
 - i. Many Changes
 - c. The Changes to EH&S Infrastructure
 - d. Contents of Campus Safety Handbook
 - i. Changed From Employee Safety handbook

- e. Emergency Operations Plan
 - i. Meets NIMS [Nation Incident Management System] Requirements.
 - ii. Risk and Responses for Campus Community
 - iii. Sixteen (16) Emergency Support Positions On Campus
 - 1. Roles in Responses to Emergency Situations
 - iv. Update from the currently used 2009 Edition.
4. Three Chapters of Campus Safety handbook and overview of Changes made:
- a. Chapter 2
 - i. Changes driven by Spray painting and other activities on Campus
 - b. Chapter 7-Fire Safety
 - i. Multiple Changes and new inclusions such as Cryogenic and Compressed Gases, Interior Decorations, and use of Pyrotechnics on Campus
 - ii. Dropbox for Apparent Changes
 - c. Dropbox
 - i. All persons on Committee Should be using Dropbox to review and comment on Chapters and changes.
 - d. Chapter 11-OSHA Complaint Process
 - i. Review of certain Changes
5. Campus Safety raining Modules
- a. Change from ETSU System
 - i. ETSU has stopped support of Modules
 - 1. Used Student worker Labor and no permanent party members
 - b. MTSU is Seeking Alternatives
 - c. Automatically generated-mails have been stopped currently.
 - i. Ben Lynch-internal EH&S IT Person
 - ii. If Training is needed, Contact the EH&S Department and they will attempt to get needed training to individuals requiring it.
6. Campus Surveillance Project:
- a. \$500,00 in the last year
 - b. Designed to help MTPD to monitor Campus and Activity
 - c. Building and Pole mounted camera units
 - d. 4-6 months for Call Boxes
 - e. We are Currently in Phase III of the Project
 - f. Signage is already being installed to notify Campus and Visitors of monitoring and equipment.
7. Fire Alarm Infrastructure upgrades
- a. Project is in the 70-75% Design Phase
 - b. Network loop upgrades
8. Smoke Evacuation Systems Retro Commissioning and upgrade:
- a. 6 buildings on campus
 - b. In Planning stages now
 - c. #1 and #2 Priorities are Walker Library and John C. Bragg Mass Comm buildings

9. Carts on Campus

- a. Lime and Bird Scooters On Campus – upper administration is currently reviewing whether these will be allowed on campus.
- b. Alternate means of transportation
- c. Who will keep track? Enforcement will be an issue.
- d. Is it Possible to use other Universities or Municipalities as Examples
 - i. Ban Them
 - ii. Regulate them
 - iii. How they are used on /treated
- e. Street use or Sidewalks
 - i. Keeping them off the sidewalks
 - 1. Skateboards and bicycles issues currently on Campus
- f. Reaching out to Contacts to see their opinions /actions.

End of Minutes

Sign In Sheet

October 17, 2018

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