**Health & Safety Meeting**

**Minutes**

**Wednesday, October 14, 2015**

**Wilson Conference Room**

**10:00 AM**

Present: L. Annino, M. Berman, K. Butler, P. Cappuccia, M. DeLieto, A. Fish, C. Johnson-MacDonnell, N. McGrath, D. Parker, J. Passaretti, P. Pecka, M. Pierce, R. Quagliani, C. Reed, R. Rotella, R. Rutherford, D. Waterman

Recorder: P. Daisey

Meeting called to order by Chairperson, R. Quagliani at 10:05 AM.

A. Approval of minutes from April 8, 2015: Motion to approve by M. DeLieto, seconded by M. Berman. All in favor, motion passed.

B. Old Business:

1. Smoking-Free/Tobacco-Free Campus Update: (P. Cappuccia) Campus has been smoke free since June 1, 2015. So far it has been received positively on the main campus and Orange campus. Charger Plaza remains a challenge. Cessation program was opened to both employees and students, participation has been good.
2. Pruden Street Crosswalk: (R. Quagliani) Crosswalk in mid-block not an appropriate location for a crosswalk per WHPD. UNH is currently looking at other alternatives.
3. Tree bases near Maxcy Hall: (L. Annino) Mulch around the trees have been replaced with grates.

C. New Business

1. Environmental Safety Updates: C. Johnson provided an overview of the training, policies and inspection she has performed during the last quarter. Chem Lab in Prato has been visited and protocols set up. Partnering with current high school personnel. Full lab audit was completed. Blood Borne Pathogen training is schedule for December. Lyme Campus personnel have been updated with policies and procedures.
2. Summer Facilities Safety Upgrade Projects: L. Annino reviewed several of the projects completed over the summer months, including: external Wi-Fi system, updated signage, sidewalks, security upgrades on building perimeters along with CCTV (this work is being phased-ongoing), handrails at Harugari Hall, security closet at Buckman, Hoffman Street parking lot, Orange access road.
	1. J. Passaretti questioned seagull deterrent on Dodds if it was going to be done. On the list of area’s to look at.
	2. K. Butler requested an awning over the doors at Winchester shop sidewalk. Will be looked at.
3. Emergency Management Update a. IMT Training (R. Quagliani): Training was held on September 25. Revised plan was distributed. Significant changes have been made to the Universities Emergency Plan including: card access to many areas; additional blue phones around campus; public address system being incorporated into the blue phones; emergency response app on smart phones. b. Crisis Manager (C. Reed): Crisis Management App for smart phones has been engaged, School Dude – Crisis Management. Offers real time changes to the IMT plan. C. Reed will resend original email with instructions on downloading and using app. c. MSDS On-line (C. Reed/C. Johnson): Program was acquired in February 2015. Inventory of chemicals into system is in process, this will include both chemicals in the labs and cleaning products. Instructions for download to follow. d. Blue Phone Update: Are being updated to send messages out to the public from campus police along with being able to contact campus police in case of emergency.
4. 2014 Clery Crime Report (M. DeLieto): Report submitted on October 1, 2015. This is a mandatory report regarding crime on campus and surrounding area that must be submitted yearly. Details of report can be found on the UNH website/student life/police/clery-disclosure.
5. Campus Safety Walk (D. Parker): Now in its third year, the Campus Safety Walk is a great bonding initiative for students and staff/faculty to work together on safety initiatives on campus. This year’s walk reported 91 issues down from last year’s 112.
6. RT1/RT122 Project Update (L. Annino): Project is ahead of schedule, estimated completion date of December 2016. Sidewalks are currently being installed. This will offer excellent access to Allingtown.
7. ESUMS Project Update (L. Annino): Topping off ceremony being held on October 15, 2015. Then will continue with close in of building. Estimated completion mid-2017.
8. Hoffman Street Parking Lot (R. Quagliani): Open for faculty, staff and commuters use. This is an open lot, meaning it doesn’t matter if it is your on or off day for parking. There is no overnight parking permitted in this lot.
9. Golf Carts: carts are not allowed on city streets. R. Quagliani is working with the traffic authority to put golf cart lanes in to allow crossing of streets.

D. Open Floor

1. D. Waterman: Request to extend cut thru (driveway) between Botwinik and the German Club to a double lane. Report back on request for next meeting.
2. D. Waterman: Numerous skateboarders on campus, concern of this being an accident waiting to happen. R. Quagliani reported Campus Police have spoken with students involved and it is being monitored by CP. If problem persists please contact Campus Police. M. Berman commented on students parking their skateboards into labs.

Next Meeting Date – Wednesday, December 9th 10 am