**Health & Safety Meeting Minutes**

**Wednesday, January 29, 2014**

**Maxcy Hall, Wilson Conference Room**

**10:30 AM**

IN ATTENDANCE: M. Berman, P. Cappuccia, M. Carroll, N. Chamberland, K. Cifaldi, N. Hollender-Celico, M. Pierce, R. Quagliani, M. Vignale, R. Rutherford

ABSENT: L. Annino, M. DeLieto, P. Massey, N. McGrath, D. Mercado, D. Parker, J. Passaretti, P. Penny

Meeting called to order by Chairperson, R. Quagliani at 10:34 AM

1. Approval of minutes from November 20, 2013; motion to approve by K. Cifaldi, seconded by N. Hollender-Celico. All in favor, motion passed.
2. Old Business:

 a. Smoking On-Campus: P. Cappuccia reported, meetings continue to take place. Committee needs to identify smoking areas on the main campus. Orange Campus is a smoke free area, with one designated area only. E cigarettes are considered the same as regular cigarettes and fall under the same policies.

 b. Fire Evacuation Signage: M. Pierce checked on the signage in question, it does meet the code requirements for evacuation signage. Possible to change font sizes around to make it easier to read.

1. New Business

a. Environmental Safety Update: M. Vignale reported, policies currently being worked on are electric heaters and construction management plan. Tier II reporting will be updated. He is working with facilities to reduce inventory and the use of chemicals. Training calendar for 2015 will be available shortly.

b. Weather Cancellation Policy: List of criteria used to determine early dismissal, closing, delayed opening. Last year purchased a weather station which assists with determining timing of closings etc. Consultation with SCSU as to their determination of weather related issues.

c. Emergency Notification Enhancement: Desktop Alerts new enhancement to emergency notifications. This application is another source to notify faculty and staff of emergency situations. All are encouraged to download EmergenSee App on their smart phones.

d. Enhanced Lighting – Library Lot: Approval just received from City Planning and Zoning. New lights will be installed shortly.

e. December 3rd Incident: Numerous after action debriefs have taken place. Mandated training for the faculty and staff will begin in the spring. Weapons policy is being updated and will be made public once completed. Buildings & classrooms are being updated to be able to lock in place. Enhancements to card access and CCTV will be done. A social media policy for employees will be put in place. Updates with communication between UNH Police Department and WH Police Department are in place.

1. Open Floor

Karen Cifaldi: numerous slip and falls from liquids on the floors after the floors have been waxed. Mainly at entrance locations. Statements she received given to Chairman, R. Quagliani

Matt Carroll: Requested training for student workers.

 90% of the hand sanitizers on campus are empty

 Walkway between Sheffield and Winchester is dangerous and should be re-designed

TA’s and GA’s also need emergency training. P. Daisey to reach out to Financial Aid for information on how to reach all these students for Chairperson.

No wipes in the recreation center to wipe down the machines.

Meeting adjourned at 11:23 AM

Next Meeting Date – March 19, 2014 / 10:30 AM / Wilson