KSC Safety Committee Minutes

March 22, 2024 at 1:00

Members Present: Lynne Andrews, ~~Katherine Bain~~, ~~John Bates,~~ Joe Britton, Michael Brown, ~~Brandon Doherty, Aryca Dubiel~~, Jen English, Mike Fuller, ~~Isabelle Handy,~~ Jeff Kazin, ~~Misty Kennedy, Jim Kraly~~, Julie Kroupa, Loren Launen, ~~Jesse Marcum, Curtis~~ ~~Mead,~~ Brian Moore, ~~Jessica Trombley, Chris Wilson~~, Debbie Wood.

Auxiliary Members: Karyn Kaminski, Beth Mucci.

1. Open meeting at 1:03
2. Review January- March Incident Results:
	1. January-0 incidents
	2. February-3 Report Only, 1 medical
		1. Muscle pull/strain: Lifting (medical)
		2. Muscle pull to back: lifting/twisting
		3. Head contusion: hit head on bookshelf
		4. Strain to leg/knee/finger: Slip on ice
	3. March-1 Report Only, 1 medical (as of 3/15/24)
		1. Bruise/strain to knee: slip/fall (medical)
		2. Lacerated finger: Use of tool/sharp object
	4. 6 Incidents as of 3/15/2024.
		1. 0 lost time
		2. 4 strain/sprain
		3. 1 contusion
		4. 1 laceration
3. Monthly Topic: Facility Inspections-
	1. Presentation and discussion
	2. Tentative Topic Schedule:
		1. May- Safety Hazards
		2. July- Hazard Recognition
		3. September- Hierarchy of Controls
		4. November- Slips, Trips and Falls
4. Old Business:
	1. Open Items
		1. Safety Videos- possibly partnering up with the Media Arts folks to create some safety videos, especially Crowd Manager. We will address this at a future meeting.
		2. Lower Cost Alternative to CPR Training
			1. Julie spoke with Heather Jasmin in Continuing Education, they would be happy to put on a class for us, but we would have to work out how to pay. She will get me details on cost. Debbie also mentioned that they might have a resource from the Gym as well.
		3. Budget- In the past the Safety Committee had a budget ($25,000?)
			1. Julie spoke with Marc Doyon, Facilities Director, he said that if we deemed it necessary that money would most likely come out of the Facilities Budget. Let’s see how this year goes and if needed, we can look to request money be put into the 2025/2026 Fiscal Year Budget for safety related projects deemed necessary by the committee and affected departments.
		4. Subcommittees- such as Chemical and Biological Safety Committee
			1. Once we get the core Safety Committee up and running, we can look into adding sub-committees. Let’s revisit at the July meeting.
		5. AEDs- locations, potential to looking into getting more?
			1. Julie sent out a list of locations with February meeting minutes. Do you think we should have it posted on the website? Where can we get funding for more AEDs? Facilities is prepared to support the ones we currently have, but we need to look into options for money for more. If we can get a deal from the state of NH, we might be able to get them for around $1100, if not it will be around $2000 each. Julie spoke with Bill Wood from the NH Department of Safety Fire Standards and Training and Emergency Medical Services and he will send over more information on the state contract. We do not need to worry about replacing the current units at this time.
			2. Julie spoke with PSU and UNH regarding how many AEDs they have on campus and UNH has not placed any within Residence Halls/Dormitories due to the age of the occupants and the increased risk of tampering. But they do have them in almost every other building on campus.
			3. Debbie said she had info from Ralph that might be helpful and will forward to Julie.
			4. Julie will look into seeing if any grants are available.
			5. Research says that AEDs should be located in public areas where bystanders can easily find and deploy them during an emergency. Ideally within 3 minutes from assembly areas.
	2. Closed Items
		1. None at this time
5. New Business:
	1. EHS link on KSC website. Julie will work to have more information posted, committee meeting minutes, and relevant information put on the website for the campus to have access to. Please feel free to make suggestions as to what should be on there- Committee-related, or EHS-related. Julie is working on updating the Safety Policies and Procedures, this will take time.
	2. E-bikes- we have been seeing more e-bikes/scooters on campus. Debbie and Lynne mentioned that many of the athletes use them because of their tight schedules getting from class to the athletic fields, and that not enough of the green bikes are available. Julie mentioned that through an e-mail/newsletter group she gets that many colleges are banning the storing and charging of E-bikes in campus buildings due to the risk of fire from the charging stations. Something to keep in mind for future discussions. There was also some concern for pedestrian/employee/visitor safety with students who use the E-bikes driving too fast, or too close to others.
	3. Document review- Julie will work on these and send them out to the committee to review and comment on over the next few months.
		1. Committee Safety Policy
		2. Mission Statement
		3. List of Goals and Objectives
6. Roundtable:
	1. Jen English-Field Federal Group coming to KSC on 8/6 for a meeting and training- free Fall Protection Training with Brady Keene. An email will be forwarded to the Committee with more information.
	2. Julie attended a FEMA class on Campus Emergencies Prevention, Response and Recovery class on March 19-20. She was asked to compile her notes and make a quick presentation for the Facilities department, once completed she will share with the Committee.
	3. Julie, Brian, Jesse and Loren will be attending DES Hazardous Waste Coordinator Certification classes in April and May. This is required by DES and is an important part of ensuring our Hazardous Waste is handled, stored, and disposed of properly.
7. Confirm next meeting:
	1. Schedule- All meetings will be on Fridays at 1:00 in the Student Center Atrium Conference Room unless otherwise notified.
		1. May 17
		2. July 12
		3. September 20
		4. November 15
8. Choose/assign inspections.
9. Meeting adjourned at 2:18

Inspections for this period:

Julie and Jeff- Library

Michael, Jen and Chris- Redfern

Mike and Joe- Dining Commons

Loren and Misty- Alumni Center

Brian and Loren- Sculpture Studio

Lynne and Debbie- Hale Building.

Please remember that I’m only asking for 1 hour of your time to do inspections, so no worries if you don’t finish. We can add it back to the schedule for the next period.