

Facility-Auxiliaries Safety Committee Meeting Agenda

Date and Time of Meeting: January 26, 2022 – Engelmann Hall – Room 242/248

Chairperson: Greg Winters

Announcements:

- Safety Grant- Bureau of State Risk Mgmt. *PJ informed of the proposal he submitted*

Meeting Minutes Review

Review minutes from December 1, 2021 meeting.

Incident Review: December 1, 2021 – January 25, 2022 - *Greg reported on the incidents. Greg informed that toolbox talks are resources for supervisors to discuss with employees during meetings to have safety in mind while performing work. These toolbox talks will be on the US&A web pages in future.*

- Employee tripped over black hose – Employee was not paying attention / in a rush; area coned off by contractor – no corrective action recommended.
- Employee stepped in hole where tree used to be – hole was on a private land and city could not correct – no corrective action recommended.
- Employee slipped on ice/snow – Contact Facilities to target area in question by loading dock – Facilities completed task
- Employee tripped over carpet while moving desk – Sent supervisor toolbox talk on “Material Handling” with a focus on travel path and identifying issues
- Employee was struck by falling materials they were stacking – Sent supervisor toolbox talk on “Material Handling” and advise to review procedure with employee.

New Business:

- Current projects
 - Hazard Assessment Review – Groups completed – awaiting to hear back from supervisors.
 - Training Review (including listserv for accurate reporting)
 - Update on occupational safety program (Confine Space, LOTO/electrical, Hot Work, Fall Protection) – will be available upon website as well as by request
- New program
 - Contractor Safety – *In process*
 - Safety Champions - Discuss changing name of group to Safety Champions Meeting in a way to help promote safety.
- Fire and Life Safety Inspection Results

University of Wisconsin-Milwaukee

- Discuss most common advisories found during 2021 walkthroughs
- Safety Themes each year – think about themes to help promote a culture on safety. Ones that I have used in the pass are:
 - Think. Focus. Act
 - See Something Unsafe, Say Something.
- Safety Training – 2022 will continue as is; 2023 to plan for full/half day trainings based on time of year... will discuss with each supervisor in early fall. Please continue to make sure that employees are completing these.

Old Business:

- Attic Access Safety Concerns for Garland, Pearse and Vogel Halls Update.
 - **Alternative safety procedure still in effect. US&A will explore a vendor to review the application.**
 - *Greg and Zack reviewed. Greg has a couple of ideas but will be meeting with Eric Kozak to discuss as well.*
- Fall Protection Update
 - Toured Great Lakes Research Facility on April 2, 2021 to obtain a quote for fall protection from Infinity Fall Protection for railings and a ramp extending the work area near steam controls on mezzanine level. Awaiting quotation.
 - *Zack to contact Eric for update.*
- SOP Sharing/Standardization – Safe Operating Procedures – *Zack and Greg will discuss location and options for making available – Discussion of using a SharePoint folder to upload documents is an option.*

Other Business Follow-up:

- *No “Other Business” follow up as of right now.*

Next Meeting: February 23, 2022, 9:30am – 10:30am