

**Health and Safety Committee 10
Meeting Minutes**

February 25, 2019 1:00 pm – 2:00 pm

Ocean Sciences Building Room 203

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| **Dept/School** | **Member** |  | **Type** | **Box** | **Email** | **\*** |
| SAFS | Jon Wittouck | JW | Elected | 355020 | wittouck | X |
| ATMS | David Warren | DW | Elected | 351640 | dwarren | X |
| Earthlab/CIG | Rebecca Galloway | RG | Appointed  | 355355 | r4g |  |
| ESS | Michelle Barr | MB | Elected | 351310 | mbarr2 |  |
| ESS | Scott Dakins | SD | Elected | 351310 | sjdakins |  |
| SEFS | Lisa Nordlund | LN | Elected | 352100 | nord | X |
| SEFS | David Zuckerman | DZ | Appointed | 358010 | dzman | X |
| FHL | Jeff Bronstein | JV | Elected | 351812 | jabronst | X |
| JISAO | Achim Nicklis | AN | Appointed | 354925 | nicklis | X |
| JISAO | Collen Marquist | CM | Elected | 354925 | marquist  | X |
| SMEA | Jackie Chapman | JC | Appointed | 355685 | jachap |  |
| OCEAN | Kathy Newell | KN | Elected | 357940 | kknewell | X |
| OCEAN | Doug Russell | DR | Appointed | 357940 | dgruss | X |
| PoE | Kristi Straus | KS | Elected | 355679 | kmstraus |  |
| WSG | Paul Dye | PD | Elected | 355060 | pbdye16 | X |
| Dean's Office | Fiona Lee | FL | Appointed | 355355 | flee415 | X |
| EHS | Angie Haggard | AH | Ex-Officio | 354400 | ahaggard |  |
| Ass. Dean | Stephanie Harrington | SH | Ex-Officio | 355355 | stephah | X |

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\*X=Present at meeting

Meeting notes recorded by FL.

**Agenda**

1. Call to order
2. Approval of minutes
3. OARS Reports
4. U-wide meeting news and Open Discussion
5. Adjourn

**1. Call to Order:** Meeting called to order at 1:05 pm by DW.

**2. Approval of Minutes:** January minutes approved by the committee.

**3. OARS Reports**

January

* 1. Knee scape - Closed.

**4. U-wide meeting news**

* meeting was poorly attended, no quorum

**5. Open Discussion**

* There isn’t a building coordinator training, but facilities is looking into rewriting administrative policy statement for building coordinators with the guiding council
	+ perhaps a checklist may be useful
* Blodel Updates: looking into how to document damages and who pays for what
* Stephanie Harrington will send out draft of new field trip guidelines before submitting it to the curriculum committee
* Stephanie contacted unit administrators to review and update their unit’s existing business continuity plans
* Dave Warren is taking questions for community outreach officers. Will invite them to attend a HSC meeting.

**6. Adjourn**