

## **CSUS Executive Safety Committee (ESC)**

Tuesday, March 29, 2022 | 10:00am – 11:00 am | ZOOM

**ATTENDANCE AND PARTICIPATION LISTED AT END**

**Note: If you no longer wish to be on the list, please get in touch with Risk Management Services, [rms@csus.edu](mailto:rms@csus.edu), (916) 278-6119**

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**Call to order:** 10:02am by Gary Rosenblum, Chair

**Review and approve minutes February:** Approved

### **Open Forum:**

Any updates for the open forum? If there is nothing so let's move onto New Business.

### **New Business:**

#### **COVID Safety Update:**

The mask mandate is no longer in effect, so now you can choose to wear a face covering or not. The protocol for reporting a positive COVID test is still required using this form:

<https://www.csus.edu/administration-business-affairs/risk-management-services/forms/report-an-employee-faculty-covid-19-positive-case.html>

If you look at the graphs on our website you can see that the COVID cases Year-to-Date graphs indicate staff and student cases are down to single digits. <https://www.csus.edu/compliance/risk-management/coronavirus.html>

Steve Leland: The COVID supply link will stay open so people can request face coverings using that link and have supplies brought to them.

<https://www.cognitofrms.com/SacramentoStateRiskManagement/COVID19SafetySupplyOrder>

Mathew Mason from the chat: Is Sac State going to drop the Mandatory testing like Chico State?

Gary Rosenblum: Mandatory testers are still required to test once a week and the test are provided and monitored on campus in accordance with Chancellor's office vaccine mandate policy and with CALOSHA regulations. <https://www.csus.edu/academic-affairs/academic-continuity/specific-faq.html>

Nicole Fox: Can we have at home tests delivered? Can these be made more easily accessible?

Gary Rosenblum: I can bring it up and see how that goes, and see if this is possible. We have a window of pickup times by the library for voluntary test pick-up. **Test pickup site link:**

<https://www.csus.edu/administration-business-affairs/operations/campus-communications.html>

Susan Colley-Monk: There is a second free set of COVID tests from the government website here:

<https://www.covidtests.gov/>

Gary Rosenblum: The need for testing has diminished due to lower numbers of COVID cases.

Nancy Griggs: I picked up COVID tests yesterday in Sac Hall 272 from ABA office. Here is the link: <https://www.csus.edu/administration-business-affairs/operations/campus-communications.html>

### **Management of Hazardous & Universal Waste, Bob Hitomi, EHS**

Gary Rosenblum: This is refresher of the management of hazardous and universal waste processes on campus for the ESC committee.

Bob Hitomi: See PowerPoint on ESC webpage <https://www.csus.edu/administration-business-affairs/risk-management-services/executive-safety-documents.html>

Gary Rosenblum: How does someone on campus know that they are producing hazardous waste?

Bob Hitomi: We could create a list of common items on our webpage or if you are not sure just ask.

Gary: In the past an Aerosol paint can lead to a huge fine during an inspection.

Bob: There are a number of departments that generate hazardous waste. Err on the side of caution and contact EHS if you are not sure.

Steve Leland: Departments buy materials that you would use at home and you need to dispose of them differently at work.

Gary: If it says something on the label about toxicity it is probably hazardous waste.

Bob Hitomi: Liquids still can't be put in trash so they need to be disposed of properly.

Patrick Murphy: If a department wants to set up a disposal site would they set that up with Bob?

Bob Hitomi: Yes.

### **Review of Incident Reporting Procedure for Injury incidents or Property Damage incidents**

Gary: If there is an incident or accident or that involves injury or property damage it needs to be reported through our risk management reporting link form here:

<https://www.csus.edu/administration-business-affairs/risk-management-services/forms/report-of-incident-or-accident.html> .

This requirement to report can include off campus situations such as driving on university business. We use these reports to investigate accidents and injuries to our campus community and to find systematic hazards that we can fix before they can turn into injuries. Because injury incidents are rare, which is a good thing, we need to get all the data on hazards that we can get to make these systematic assessments. That's why we encourage reporting of not only incidents but also "near misses." We'd like people to report near misses, for example if a tree branch falls and lands next to you and there was no injury, it is a near miss and is worth reporting. It gives us more data to manage potential risks.

Patrick Murphy: Are pre-trip inspection or post-trip inspections of a vehicle required before driving on university business?

Susan Colley-Monk: If you are driving on personal business fill out STD 261 and when you sign it you are signing off that your vehicle is in good working condition. Rental car is also required STD 261 and you want to have insurance and inspect vehicle. <https://www.csus.edu/compliance/risk-management/driving-university-business.html>

Gary Rosenblum: It is Good practice to check vehicles before driving on university business.

Steve Leland: Facilities has requirements for machinery but the other inspections are just encouraged not required.

Susan Colley-Monk: Question for Matt Mason: if something does happen to a campus university vehicle do you find out right away?

Matthew Mason via Chat: Once a work order comes in.

Gary Rosenblum: The incident report would also include simple property damage, so if a vehicle or golf cart is damaged in an incident, and there are not any injuries, it would still need to be reported.

Gary noting that there are no more questions or comments: Thank you all for attending see you all in about a month.

### **Meeting adjourned at 10:48am**

#### **IN ATTENDANCE**

\*Safety Committee, Labor Representatives

Adell Seibles, Manager of Worker's Compensation

Angela Pullano, Assistant Director of Property Services at UEI

Bob Hitomi, Environmental Specialist

Bill Macriss, AVP for Student Engagement & Success; Dean of Students

Brittany Anderson-Steele, Safety Manager in NSM

Chet Madison, Sacramento State Police Department

Damian Lee, Director of Physical Security & IT Administration

Erik Skall, Manager of Grounds & Landscape Services

Gary Rosenblum, AVP Risk Management, Chair

Jennifer Reynolds, ASC II in Risk Management

Kevin Shafizadeh, Interim Dean College of Engineering & Computer Science

Lynda Nakamura, College of Continuing Education Evaluation Unit Administrator

Martinique Baker, Peer and Academic Resource Center, CSUEU\*

Matthew Mason, Supervising Mechanic in Facilities Management\* Teamsters

Nancy Griggs, Office of Public Affairs and Advocacy

Nayeli P. Gonzalez, Youth Protection Program Analyst in Risk Management

Nicole Fox, Assistant Professor

Nitin Roy, Assistant Professor in the Department of Public Health

Patrick Murphy, Senior Employee & Labor Relations Analyst

Shannon Datwyler, Interim Associate Dean for Student Success  
Stephen Leland, Director of Environmental Health and Safety  
Susan Colley-Monk, Risk Management Analyst  
Tony Lucas, Associate Vice President, Business & Administrative Services.