

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

Tuesday, April 26, 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:** 10:02 am Gary Rosenblum

**Review and approve minutes for March:** Approved

### **Open Forum**

This will be the last ESC meeting of the semester and next official meeting after this will be in September 2022.

Brittany Anderson-Steele: I am representing the College of Natural Sciences and Mathematics safety committee. I am asking the executive safety committee to consider adding a 24 hour on call individual, like facilities currently implements. This request comes after EH&S was not available for consultation about a few incidents and near misses. There has also been an increase in the number of labs that take place outside of normal business hours.

Gary: We do our best to support the campus during normal working hours and the 2020 hotline calls roll over to Steve currently, if the phone isn't picked up. Is the committee asking for a full 24 hours or for extended hours?

Brittany: In an ideal world we would want the 24 consultations on call. I think more realistically for our setting longer hours or broader coverage is needed. Someone available by phone and in person when needed. An example, there is at least one person with an on-call phone.

Tony Lucas: Facilities has a 24 hour on call person, but for issues related to parking they can reach out to one of the MPP's if they need to be consulted.

Gary: I will check with how facilities does their on-call procedures, so I will check with them. I will also see how other universities do the on-call process. We currently have a Chemical Hygiene Plan for the university that is not specific to NSM, it is for the whole university. The instructions are to call if it is a complex release and that rolls over to our hazmat responders. We will look into our ability to expanding EHS consultation, but our ability too increase personnel is limited.

Steve: The EHS employees are all represented employees so that might be some issues with implementing this but we can look into coming up with a better response plan for these issues. The 2020 hotline sends me a notification if they leave a message.

Patrick Murphy: This is a decision MPP's would have to get together to discuss.

Gary: This would have to be available for the entire campus not just NSM.

## **New Business:**

### **Evacuation Chairs**

Gary: In the Tschannen Building we purchased and installed two additional evacuation chairs in the building. To assist occupants with disabilities during an evacuation. If you have questions about where the evacuation chairs are or if your building needs them then contact Risk Management Services.

Steve: Is there training for some individuals in each building so they know how to use them?

Todd: We were thinking about putting in a QR code to the directions, and we can provide training on it as well.

Jane Hardman: I think it would be a valuable addition to the floor marshal training to train on the evacuation chairs.

Brittany: Meysee and Don are going to do a training for NSM on how to use the evacuation chairs.

Michael Keenan: We had the trainings several years ago, but it is really helpful to have the training and making it more available to the campus community.

Meysee Vang: I do the training and it is available to anyone on campus. It is only required for building coordinator and floor marshal to take annually. I can put in our Monday morning briefing that training is available to anyone who wishes to take the course.

### **Policy Updates:**

Gary: In the process of updating 3 safety policies. One is about the ESC the new policy updates the existing executive safety committee functions, operations, and our documents and just sort of codified it as a new policy. As the joint labor management safety committee on campus.

The second policy has to do with incidents on campus. Our policy is to respond quickly and effectively. We are adding a procedure that details when to call the police or when to administer first aid. First aid can be done with no liability for the good Samaritan. There is no requirement for anyone to do first aid. Once the police department is notified they decide what to do next. This policy also prohibits employees from being forced or asked to drive a fellow employee for medical attentions. We are trying to eliminate that as an option.

The third policy update relates to the executive order 1039, that says all campuses will have an EHS program. We took the 1039 and used it to update our campus policy, and that we will adhere to 1039. The faculty senate and labor team are reviewing these changes and these are moving along. Since these are drafted we could post them on the website with the meeting minutes.

Patrick Murphy: If they are posted it needs to be really clear that they are drafts. So preferably don't post them until they are finalized.

Gary: I will hold off on posting them until they are finalized. Todd wanted me to mention we are working on creating a Youth Protection Policy, it is in the early draft stages.

Are there any other open forum items?

Michael Keenan: A few years ago, the president found funds to upgrade some of the classrooms with shelter in place locks. In Santa Clara Hall which is an older building, but are there any additional funds to add these locks to those classrooms?

Gary: We are continuing the program to upgrade the lock system and it is ongoing.

### **COVID19 safety update:**

Gary: As a country we are currently in the process of getting rid of the mask mandates pretty much everywhere, except for healthcare facilities. Our weekly COVID positive cases went up slightly to about 10 cases for employees, we had been down to 0. It has been about a month with no masks on campus. We are hoping our numbers will keep decreasing but we have no plans to go back to any type of mask mandate. People are responsible for their own risk profile. They can wear masks or create distance but we are not mandating anything. We are also still giving out masks for those who want them.

Michael Keenan: For a while after the mask mandate ended there were still stickers and signs up on the doors but I think know they have been taken down.

Gary: We are following the state guidelines but for now we are staying the way we are.

### **Director of EHS, Steve Leland, Retiring:**

Gary: This is Steve Leland's last ESC meeting since he has decided to retire. I want to thank him for being one of the best professional colleagues in the EHS field. He will be missed and Sac State is a better and safer place because of him.

Thanks everyone! We will reconvene in September.

**Meeting Adjourned: 10:37 am**

**IN ATTENDANCE:**

\*Safety Committee, Labor Representatives

Gary Rosenblum, AVP Risk Management, Chair

Jennifer Reynolds, ASC II Risk Management

Todd Dangott, Director of Risk Management

Michael Keenan, College of Engineering and Computer Science, USA\*

Susan Colley-Monk, Analyst in Risk Management

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

Nancy Griggs, College of Continuing Education

Stephen Leland, Environmental Health and Safety

Janne` Hardman, College of Natural Sciences and Mathematics

Jennifer O'Neal-Watts, Copy Right Specialist, CSUEU\*

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

Brittany Anderson-Steele, Safety Manager in NSM

Erik Skall, Manager of Grounds & Landscape Services

Tony Lucas, Associate VP of Business and Administrative Services.

Meysee Vang, Compliance Analyst in Risk Management

Pamela Robertson, Clinical Assistant

Lynda Nakamura, CCE Unit Administrator

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

Patrick Murphy, Senior Employee & Labor Relations Analyst