

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

Tuesday, November 16, 2021 | 11:00am – 12:00 pm | 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:** 11am by Gary Rosenblum, Chair

**MINUTES APPROVAL:** Approved

Gary R. started the meeting by welcoming everyone to the November ESC meeting and to remind everyone that the next meeting won't be until February. The plan is to continue the regularly scheduled three meetings per semester over zoom in February, March, and April.

### **OPEN FORUM**

Todd D. started off by saying they did some work on the south entrance of the campus and now it's a wider entrance for the cars to enter.

Gary R. brought up that during the last ESC meeting in October an issue was raised pertaining to pedestrians leaving the Hornet Commons using the parking lots and grass areas as walking paths. Gary reviewed this and did a walk through with facilities and the plan is to add clear signage for the correct route into campus. Nancy G. added that over by Napa Hall there is a sidewalk to the left that goes along the other side by the WELL.

Matthew M. noticed that visiting buses or school buses doing tours are turning around in the facilities parking lot, is there a way to mitigate that? Gary R. suggested providing a route plan for visiting buses so they don't use the incorrect areas to turn around or drop off passengers. Matthew also wanted to thank to Adell S. for all of her hard work in worker's compensation and keeping up with all the Covid-19 information and updates.

### **OLD BUSINESS**

#### **COVID-19 Campus Safety Briefing:**

Gary R. updated everyone and the good news is that the campus has very low numbers of positive Covid-19 cases. The campus community members appear to be following mask wearing policies and reporting new cases. Overall, the number of cases is dropping and the vaccine policy appears to be working.

### **NEW BUSINESS**

#### **Wheeled Devices on Campus Policy and Spring Semester:**

The Risk Management Department as noticed that there are many skateboards, bikes, and scooters on sidewalks and within pedestrian only zones. The policy can be viewed in detail here:

<https://www.csus.edu/umannual/admin/adm-0157.htm> This has not been much of an issue while campus has been fairly empty due to the pandemic but when this Spring semester starts, the campus will be more

populated that any time in the past 2 years. Gary started working with ASI to encourage students to take a more active role in compliance and assisting other students with compliance when the campus should be busier again. Risk Management created a document and map that details all the information about the wheeled devices policy and the goal is to keep these devices out of the gray areas on the map. Here is the link for the document and map: <https://www.csus.edu/compliance/risk-management/internal/documents/wheeled-devices.pdf>

In addition to working with ASI, the plan is to put up the regular No Wheeled Devices signs that have been used over the past two years during the first 4 weeks of the semester to educate the students about which areas are pedestrian only zones. We want to create a student culture of compliance for these types of policies rather than getting campus police involved for daily enforcement, although the police can still give tickets if there are people using sidewalks with wheeled devices.

### **DEPARTMENTAL SAFETY COMMITTEE REPORTS:**

Gary R introduced this part of the meeting as the first time the ESC asked members of what are called “local departmental safety committees” to provide a short report to the ESC about what the committee has worked on during the past year, and what issues may be addressed in the upcoming semester. The plan is to have these reports at least once a year to the ESC. Gary noted that the development and activity of the local department safety committees is one reason why the safety culture on campus has improved dramatically in the past 4 years.

#### **Natural Sciences and Math (NSM):**

Brittany A. the chair of the NSM committee reported that the committee works as a conduit between department level committees and higher university level committees such as the ESC. The goal is to develop college wide policies and practices to ensure a safe environment for students, faculty, and staff. They meet on average three times a semester. The focus of the safety committee during the last year has been to establish college wide safety policies and to address safety concerns within the college. The committee has been focusing on creating college wide safety documents pertaining to proper: chemical spill response, biological spill response, and proper handling of chemical and biological waste.

#### **Chemistry:**

Jane H. the chair of the chemistry safety committee, stated that they meet three times per semester, and it is a mixture of faculty and staff. The committee is charged with the oversight of safety within the department associated within the curriculum, operation of teaching labs, and safe operation of research labs. Each meeting they discuss: every incident that happens within the department to try and prevent these from occurring again, safety training updates and compliance within the department. They are currently working on updating the policy for students working alone in labs and creating a guideline document that lists activities students can do alone in the lab. In the future they plan to develop policies and SOP's in regards to operating equipment.

#### **Unit 6:**

Tim B. the chair of the committee stated that the Unit 6 safety committee meets monthly and is comprised of Unit 6 members, management, EH&S, facilities, and housing representatives. It's an open agenda and they discuss best practices within the different trades and current safety issues. They usually discuss things they want to get done in the future to improve safety on campus. A recent example is that there was a lot of

concern about getting onto roofs on campus and they discussed the idea of getting ladders permanently affixed to the sides of the buildings.

### **Engineering and Computer Science:**

Damien L. took over from Michael K. as head of the safety committee. The committee has representation from each department within the college of Engineering and Computer Science and IRT. They meet three times each semester to address safety concerns. Currently they are requesting that all students working on senior projects submit a form that details their plan for their projects and what materials they are using so that they can be reviewed for any safety concerns. The college is now in both Santa Clara Hall and Riverside so there are new staff appointed as floor marshals and there is a new building coordinator. They have also updated the Building Emergency Action plan for both buildings. Michael stated that handle the training, compliance and reporting for the activities that require PPE Personal protective equipment.

Gary R. wants to start doing a yearly report at the ESC meetings on what each colleges safety committee has been working on so that the ESC and campus community can stay informed. The meeting minutes are all available publicly here: <https://www.csus.edu/administration-business-affairs/risk-management-services/executive-safety-documents.html>

There were no further questions or comments, or reports.

**Adjourned:** 11:50 a.m.

**Reconvene in February**

### **IN ATTENDANCE**

\*Safety Committee, Labor Representatives

Adell Seibles, Workers' Compensation

Gary Rosenblum, AVP Risk Management, Chair

Todd Dangott, Risk Management

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

Roy Dixon, College of Natural Sciences and Mathematics

Susan Colley-Monk, Risk Management

Nayeli P. Gonzalez, Risk Management

Nancy Griggs, College of Continuing Education

Stephen Leland, Environmental Health and Safety

Bill Macriss, Student Affairs

Chet Madison, Sacramento State Police Department

Janne` Hardman, College of Natural Sciences and Mathematics

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

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

Tim Bair, Facilities Management

William DeGraffenreid, Student Engagement and Success

Alexa Sardina, Criminal Justice Department

Matthew Mason, Supervising Mechanic in Facilities Management\* Teamsters

Nitin Roy, Assistant Professor in the Department of Public Health

Damian Lee, Director of Physical Security & IT Administration

Brittany Anderson-Steele, Safety Manager in NSM

Erik Skall, Manager of Grounds & Landscape Services

Jeffrey Dierking, Administrative Services Director

Linda Ram, program Director of First Star Sacramento State Academy