

Environmental Health & Safety Committee Minutes
June 17, 2015 - Walker Library

Members Present: Barbara Draude, Watson Harris, Carol Boraiko, Gerald Caudill, Fatima Adeyemo, Shelia Knight, Ron Malone, Andy Bickers, Rachel Leander, Bea Purdue, Doug Brinsko, Jimmy Hart, Charlie Gregory, Ben Jones, Brian Holley

Members Absent: Jack Ross, Philip Gilmore, Sophia Britt-Wessels, Kathy Musselman, Buddy Peaster, Erika Austin, Barry Roggenkamp, Jeff Farrar, Kara Hooper

Safety Equipment Guidelines – Shelia is finalizing the safety equipment guidelines for operating equipment safely for Facilities Services personnel. These guidelines will be expanded to include the farm labs, Miller Coliseum, TN Livestock Center and the airport.

EH&S Email Address – A generic email website has been set up so all EH&S staff can monitor at all times in case some are on vacation. The website is ehs@mtsu.edu.

Radiation Update – The 1st round of lab inspections have been completed. Inspections will be expanded to include potential hazards to individuals working during the summer months. Safety checklists are posted in each lab. The faculty and staff are coming to EH&S with their concerns. They realize they are here to help them.

Table Top Exercise, June 24th – This exercise will be conducted at two locations on campus. These locations are the Ingram Building and Cope Administration Building. An annual exercise will be scheduled in the future.

Custom's Table – Students & parents have enjoyed our booth. A lot of volunteers have signed up to help with events. It was suggested we have an info sheet for parents/students so they are aware they can be set up to receive the Alert for U emails. This will be posted at the Police Dept.'s table next to our booth.

Draft Policy for Fire Alarm Response & Management Procedures – Gerald will be working on a draft policy to address this situation. The draft policy will be emailed to the committee for their review and comments. This policy will be voted on by email and sent to John Cothern for his approval.

Committee Chair – Gerald announced that Doug Brinsko would be the interim chairperson.

Since the July Meeting was canceled, the next meeting will be August 19, 2015 from 1:30–2:30p.m. in the Walker Library, Room 475. This committee meets the 3rd Wednesday of each month.