**MINUTES**

University Safety and Health Committee

November 17th, 2023

Via Teams

Attendees: David Serino, Rene Karas, Sarah Atkinson, Orlando Oliveira, Bill Reiser, Heidi Huguley, Kelly Selby

**CALL TO ORDER**

David Serino called the meeting to order at 10:03am

**DISCUSSION**

* Emergency Notification Test/Shelter in Place
	+ Shelter in Place in Barnard and James Halls – successful
		- Barnard had filming inside building
	+ Everbridge
		- Went out to “Test Group” instead of all campus ENS test
	+ LiveSafe app did send message to those who had it downloaded
	+ Discussed results of post-test campus survey
	+ Discussed different considerations for where to hide during a shelter in place situation
		- Instructions for people outdoors
		- Offices should have discussions in their space
* Discussed safety pamphlets
	+ More safety training for new hires would be good
* Safety walks: come up with ideas of how to implement
	+ Choose a focus? (lights, tripping hazards, camera locations, time of day)
	+ Who goes on walks? (staff, faculty, students, SGA)
		- Choose a small group of representatives
	+ Choose a date (March, April)
* Safety Skills Training Modules
	+ Some staff have requested group training vs individual online
* Covid and Flu vaccines
	+ No more scheduled on campus for this year
	+ Direct people to their doctor or pharmacy
	+ Test kits still available at Marcus White Annex or via US Postal Service
		- CDC extended expiry dates on test kits
		- Get accurate count of test kits (wellness, Reslife, Marcus White Annex) to see when we need to order more
* Theater conference
	+ Jan 30 – Feb 3, 2024
	+ 700 people coming to campus
* Camera positioning and lack of coverage is an issue
	+ Interviews underway to fill vacant position
* Sept 2023 minutes approved
* Schedule next meeting date February (TBD)

**ADJOURNED at 10:56am**

Respectfully submitted,

Kelly Selby