Safety & Facilities Committee Meeting Minutes

Location: AB-5 #210 (Edwards Hall)
Meeting Date: July 10, 2013
Time: 3:30 – 4:30 p.m.

Present:

Tom Mayo, (Co-Chair), Director, Facilities Planning
Rhonda Holtzclaw, Director, Environmental Health and Safety
Dr. Rich Behr, Dean, College of Engineering, Deans Council Representative
Dr. Margaret Banyan, Faculty Representative
Pat O’Connor-Benson, Academic & Event Technology
Jim Hehl, Director, Physical Plant
Ruth Rodriguez, Director, Campus Reservations
William Blood, Assoc. Director, Athletics

PROJECT UPDATES

- Tom provided updates to various on-going facilities projects for information.

PROJECT COMMENTS

- Ruth Rodriguez offered to provide a list of all the ways the Academic Core is currently used for events.
- Margaret Banyan suggested country-style roads versus streets are more appropriate in a campus setting and should be considered during the design of the South Access Road.

PSCAC FINAL REPORT

- This previously presented report rests with the Planning and Budget Committee (PBC)

SPACE CUSTODIAN DEFINITION OF ROLES/RESPONSIBILITIES DRAFT

- This previously presented draft will also be presented to the Dean’s Council for their input or approval.

FACILITIES PLANNING WEB SITE CHANGE REQUEST FORM

- The form has now incorporated edits based on comments received, and examples have been added to better explain “Project Type” selections.
- Announcement of the form and its intended use is to be decided.
- Jim Hehl reminded the committee there is annual training provided by Work Management to all Administrative Assistants and Office Managers which explain use of WM forms. Perhaps the purpose and proper use of this new form by FP could be further explained at these training sessions.
HAZARD INVESTIGATIONS

- Rhonda Holtzclaw is required by to bring awareness of the investigations that arise throughout the year. The discussion consensus was that review of each investigation was not appropriate for this particular committee. However, suggestions were made for other avenues of publicizing those investigations, thereby allowing EH&S to meet its requirement.

RUNNER SAFETY

- At least one driver sent word to the SFC that they were afraid runners were running too close to the street or actually in the street in the dark early morning hours. Billy Blood agreed to alert coaches, asking them to urge their student athletes to exercise caution when running alongside or crossing the main entrance road in the early mornings. It was noted that community members, not affiliated with the university, also run along our streets on occasion, and we have no way of notifying them unless a member of the UPD witnesses a safety concern that would warrant a warning.

BUCKINGHAM

- With time running short, Tom Mayo asked committee members to email or call with their ideas for future uses of the Buckingham property.

NEXT MEETING

- We will skip the August meeting and meet next on September 11, 2013 (the 2nd Wednesday of the month, as usual).