



Jacksonville State University
JSU Digital Commons

Safety Committee Minutes

Safety Committee

12-8-2021

Minutes 12-8-2021 | Safety Committee

Natalia Esparragoza

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December 8th, 2021 | 2:30PM – 3:30PM | Salls Hall JSU Department of Public Safety (**started at 2:30pm by Michael Barton**)

Attendees: Charles T. Moore, III, Megan Meade, Bernice George, Michael Barton, Natalia Esparragoza, Michael Sanders, Andy Green, Brandy Russell, SGA VPSA, John Abraham Davis, Justin Parker, Avery Davis, Elizabeth Morrow.

Meeting Theme: Safety updates around Campus

I. *Old Business*

• **Report from University Safety Manager**

- Collection and disposal of waste of School of Science is still in progress, once there is a final list with all items, the vendor will be contacted for pick up.
- International House asbestos removal contractor will have a special keyset for access to the building during decontamination of the space. Capital Planning and Facilities along with UPD have been notified of the change of ownership during decontamination period.
- International House remaining of fire scape ladders have been received. Capital Planning and Facilities is currently working to modify 4 – 5 stories ladder into 3 story ladders to fulfill need, once task is done training and fire drills will be given to residents and staff members, (anticipated January-February 2022).
- TBD all member of each sub-committee to better assess needs in each area. For the hazard analysis Sub Committee, include the HR Director to better access the job analysis hazard task with the job descriptions.
- Rifle team will have a meeting with Capital Planning and Facilities, Athletics, ROTC, HVAC engineer and University Safety next Monday December 13th, 2021, to address exhaust ventilation needs to reduce lead dust exposure in the space.
- McGee Hall compressed air is not needed on the 1st floor, Capital Planning and Facilities will be removing all CPVC and setting cut offs in case of future expansions are needed. TBD scheduling of 2nd floor since it needs to be addressed once there is nobody in the building.

• **Other old business:**

- TBD how the departments will rotate through the leadership of the Safety Committee.
- List of representatives of each department/division to attend Safety Committee monthly meetings still in progress, currently waiting for response from Little River Canyon and College of Social and Behavior Sciences potential candidates.

II. *New Business*

• **Appointment of Sub Committees**

- Hazard Analysis Sub Committee
- Community Awareness Sub Committee
- Incident Reviews Sub Committee
- Membership Sub Committee

• **Other new business**

- School of science proposes to have gas solenoid switches in place and have universal signage created to ensure gas is properly turned off-on in the labs.
- Environmental compliance audit for JSU in all campuses will be performed by University Safety (Clean air act, clean water act, resource conservation and recovery act, training records, among others).

III. *Committee Reports*

- Include building managers in Hazard Analysis Sub Committee to be informed about locations of AEDs, fire extinguishers, gas shut offs, inventory, and potential hazards in their working area. In addition to help with training and communication within staff/faculty members on each building.
- Implement standard signage throughout campus for safety areas. TBD involvement of Marketing to help with this.

IV. *Featured Topic*

- **Severe Weather Planning and Preparedness – Elizabeth Morrow, Assistant Director of Emergency Management**

- Currently working on safe room management plan in Merrill Hall, other locations for shelter are also available if needed, TBD training.

V. *Announcements and Updates*

- University Safety:
 - Hazardous waste for Capital Planning and Facilities was completed.
 - A new scissor lift will be ordered to replace old lift.
- Ayers Hall / Center for Manufacturing Support (CMS): no updates
- Athletics: no updates
- Chemistry: no updates
- Department of Biology: no updates
- Department of Education: no updates
- Art and Humanities: no updates
- Information Technology: no updates
- Military & Post Traditional Student Services: no updates
- McClellan: Fire exit and routes maps are being currently updated.
- SGA VPSA: no updates
 - Share ideas for activities to be done in the Spring 2022 Safety week (before Spring break).
- Department Public Safety:
 - AEDs:
 - Adding AEDs inspection to monthly checklist for Department Public Safety staff.
 - 28 AEDs reported from audit done on campuses last month. All are working properly.
 - TBD updated digital map location of the 28 AEDs throughout campus then prioritize buildings as needed. Contact GIS department to request help with matter.
 - TBD present proposal to purchase more AEDs.
 - TBD awareness, signage, training of AEDs (how to use them, where are they located, among others).
 - Lighting:
 - 107 total exterior lights were not functional. Capital Planning and Facilities is currently working to replace those, McClellan campus has been completed thus far.

VI. *Next Meeting*

- January 5th, 2022, at 2:30pm in the Office of Military & Post Traditional Student Services
Daugette Hall Basement.

(Ended at 3:50pm by Elizabeth Morrow).