

Art Safety Committee
Date: 04.23.25

Time: 9:00 a.m. to 10:00 a.m.

Location: VA-302

Committee Chairs: Michael DeSalvio

Minutes Prepared by: Lia Quintanilla

Topic	Speaker
Meeting called to order & Roll Call	Chair
Minutes Approval	Chair
Lab Safety Week Recap	Chair
Injuries Overview	Open Discussion
Shop Safety Assessment & Inspection	Open Discussion
Development of Art Safety Plan	Open Discussion
Initiating Chemical Inventory	Open Discussion
Open Forum	Open Discussion

1. Roll Call

Committee Members
Michael DeSalvio
Sara Flis
Nate Dubbs
Cat Erickson

2. Call meeting to order by:

Chair Michael DeSalvio officially commenced the meeting at 9:07am.

3. Introductions and approval of Meeting Minutes

Minutes: Approved

Motion: Michael DeSalvio

Second: Nate Dubbs

Oppositions: None

4. Lab Safety Week Recap

The Chair provided a recap of Lab Safety Week from February, noting the events, training sessions, and resources provided by EHS. He expressed interest in adapting a similar initiative for the arts area, potentially as a Shop Safety Week, and encouraged attendees to share any ideas they might have.

5. Recent Shop Injuries and Injury Overview

The Chair introduced a new injury reporting system for staff and faculty using the IRR through the RSS platform, replacing the previous Smartsheet method. This system notifies supervisors of reported injuries and guides them to conduct root cause investigations. Student injury reporting will continue via Smartsheet's. The Chair also presented recent injury trends, which include trip and falls, work-related stress, and ergonomic issues. A decline in injury reports was noted, possibly due to proactive efforts to address root causes promptly. Since trip and falls are the most common, EHS is collaborating with Facilities to fix uneven pavement and other hazards. The Chair emphasized that in cases involving head or cardiac injuries, 911 should be called immediately to ensure proper medical response and legal responsibility.

6. Shop Safety Assessment

The Chair discussed the use of the RSS platform for conducting safety assessments, explaining how to access it and what it includes. He noted that EHS specialists use inspections to identify and point out potential hazards. EHS is currently collaborating with RSS to develop a more focused shop safety assessment using a systematic approach—identifying who oversees specific classes, the areas used, and creating hazard assessments accordingly. These assessments are first verified by faculty before being shared with students. EHS also plans to connect with faculty members to better understand their operations and workspaces in order to tailor the assessments effectively.

7. Shop Safety Inspections

The committee chair emphasized the importance of the EHS department being resourceful during safety inspections, aiming to provide immediate solutions or fix issues directly when possible. He plans to schedule inspections with individual Art Department faculty members, identifying hazards and guiding them on how to resolve issues, rather than simply reporting problems without support.

8. Development of Art Safety Plan

The chair proposed creating a student safety manual for the Art Department to cover basic guidelines, reducing the need for faculty to repeat safety instructions. Committee members raised concerns about irrelevant mandatory trainings; the chair explained this is often due to missing job codes and said he would work on narrowing trainings to be more targeted. The chair confirmed that the student's training certificates should be logged due to potential campus audits. The chair also mentioned developing a Canvas course for shop safety, where students can complete training online and automatically receive a certificate. Lastly, the idea of students signing a hazard acknowledgment document, similar to a waiver, was discussed.

9. Initiating Chemical Inventory

The chair shared that RSS developed an assessment tool for chemical inventory in collaboration with faculty and noted that members can use the RSS phone app to scan barcodes and automatically log materials. He clarified that only the main container needs to be logged if it's used to fill smaller containers. Regarding bottle gases, he advised including all compressed gases in the hazmat report that EHS submits to the county. Lastly, he mentioned that if the inventory has not been completed, the EHS department can assist with the new system.

10. Open Forum

Committee members requested ladder safety training, which EHS agreed to provide. They also raised concerns about outdated first aid kits; the chair shared that he is negotiating a contract under the Omnia agreement for a fully stocked first aid kit that serves up to 50 people and will be regularly replenished. Individual kits priced around \$50 may also be available and charged back to departments. Members were advised to notify him if they are interested.

Regarding forklift training, the chair confirmed that a training session was conducted earlier this month, with more planned, and certificates and wallet cards have been created.

An updated Safety Risk Guide for handling different emergency types is also being developed.

The committee requested the removal of Merry Scully from the group.

Lastly, concerns about construction impacting building access were discussed, and the chair will follow up with the project manager.

11. Adjournment

No additional items were brought to the committee, and the meeting was adjourned at 10:06am by Michael DeSalvio