

Campus Wide Health and Safety Committee Meeting Minutes
Date: 03.27.2025

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

Location: UEC Board Room -102

Committee Chairs: Michael DeSalvio

Minutes Prepared by: Lia Quintanilla

Topic	Speaker
Meeting called to order & Roll Call	Chair
Subcommittee Reports	Chair
Old Business/ New Business	Open Discussion
Open Forum	Open Discussion

1. Roll Call

Committee Members Attendance
Juan Macias - <i>Attended</i>
Dora Mejia - <i>Attended</i>
Beth Jaworski – <i>Attended</i>
Kristin Jackson- <i>Attended</i>
Alan Llavore - <i>Attended</i>
Mario Baeza – <i>Attended</i>
Ernesto Torres – <i>Attended</i>
Michael DeSalvio – <i>Attended</i>
Lynniece Warren – <i>Attended</i>
Jose Sanchez – <i>Attended</i>
Jorge Chillin – <i>Attended</i>

John Gutierrez – Attended
Albina Guerrero – Attended
Grace Munyiri -Attended
Herbert Johnson – Attended
Taylor Adams – Attended

2. Call meeting to order by:

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

The Chair introduced Jorge Chillin, the Workers' Compensation Manager, to the committee and welcomed him. Jorge provided a brief overview of workers' compensation, highlighting common types of workplace injuries and explaining the claims process. Additionally, the Chair presented the minutes from the previous meeting for the committee's review and approval.

3. Subcommittee Reports

- **FM Safety Committee**

Ernesto Torres provided an update on trip hazards around campus, noting that the Facilities Department is actively working to address and mitigate these issues. He explained that many of the hazards are caused by tree roots lifting and damaging concrete surfaces. The Facilities team is aware of the problem and is making steady progress in repairing affected areas.

- **Science safety committee**

The Chair informed the committee about Lab Safety Week, which took place in February 2025. He highlighted the various resources, training, and activities organized by the Environmental Health & Safety Department throughout the week. These initiatives were designed to promote lab safety awareness and were made available to staff, faculty, and student assistants working in campus laboratories.

- **PDC Safety Committee**

The Chair informed the committee of upcoming meeting dates and noted that future sessions are scheduled.

- **Art Safety Committee**

The Chair informed the committee of upcoming meeting dates and noted that future sessions are scheduled.

4. **Old business**

Introductions and approval of Meeting Minutes

Minutes: Approved *Motion:* Ernesto Torres *Second:* Beth Jaworski *Oppositions:* None

The Chair reminded committee members that meeting minutes, presentations, and announcements are available in the Teams channels, with a dedicated channel for each safety committee. Additionally, he informed the committee that the Environmental Health & Safety (EHS) Department will be taking over the Radiation Committee and will be responsible for managing and scheduling its meetings moving forward.

5. **New Business**

- ***Lab Safety Week***

The Chair provided a detailed summary of Lab Safety Week to the committee, including a slideshow of photos and an overview of the daily activities, training, and resources organized by the Environmental Health & Safety (EHS) Department. He concluded the presentation by noting that the week was a successful initiative.

- ***Asbestos Awareness***

The Chair discussed the topic of asbestos awareness, emphasizing the campus' responsibility to ensure that employees are informed and have access to information regarding asbestos. He noted that it is a legal requirement to notify employees if they work in a building that contains asbestos materials.

- ***Annual Report***

The Chair informed the committee that the Environmental Health & Safety (EHS) Department's annual report for 2023–2024 has been finalized. The department is currently working with Printing Services to produce physical copies. The report highlights the department's accomplishments and activities throughout the year, providing transparency and updates to other departments.

- ***Scorecard Injury***

The Chair and Workers' Compensation Manager presented campus injury trends, noting that the most common incidents involved trips and falls, stress, and repetitive motion injuries. They introduced a new injury reporting system through RSS to simplify the reporting process and stressed the importance of supervisors encouraging timely reporting. Supervisors were also reminded of their responsibility to investigate workplace injuries, and EHS is developing training to support this. The "5 Whys" method was recommended for identifying root causes. Committee members were encouraged to promote hazard awareness among managers and supervisors. Suggestions included offering a Workers' Compensation training or injury reporting guide for departments. The Chair supported the idea, and the Risk Management Director invited all to attend "Yote Hour" for safety-related questions and support.

6. Open Forum

- ***Evacuation Chairs***

A committee member raised questions about evacuation chairs, including who is responsible for operating them and what protocols are in place. It was shared that the current inventory is being reviewed, many chairs are outdated, and a training program is being developed. The Chair emphasized the importance of contacting emergency services before attempting evacuation, especially in cases of head or cardiac trauma, and noted the liability risks involved. Members expressed concern about the lack of training and suggested demonstrations to increase comfort with use. Until new equipment is in place, UPD and EMS will assist during emergencies. It was also recommended to gather input from employees with disabilities and collaborate with HR to identify those needing assistance. Housing reported having evacuation chairs on each floor and placing individuals with mobility needs on ground levels. It was clarified that the chairs are designed only for descending stairs and individuals should be evacuated with their mobility devices when possible. A suggestion for motorized evacuation chairs was made, but concerns were raised about their reliance on power and potential limitations during emergencies.

- ***Narcan and Opioid Safety***

A committee member raised the topic of Narcan and opioid safety on campus. It was shared that Narcan, and fentanyl testing kits are available in the Housing Department, typically placed near surveillance cameras, and provided free through a state program. Fentanyl testing kits are free for students, and Narcan is also available at the Student Health Center, but students must complete a training and pass a short test via a QR code on the Narcan box. However, Narcan is not currently available for free to employees.

The committee also discussed new legislation requiring organizations to have at least two boxes of Narcan and two designated employees who are trained and know the location of the boxes. These should be placed in areas where large events are held, such as the Performing Arts Theater and the Student Arena. The Manager of Emergency Management and Business Continuity confirmed that they are working on installing these kits and will adjust placement as needed to ensure they are located in optimal, accessible areas.

- ***Sharp Containers***

A committee member shared that students have expressed interest in having more sharps containers available across the main campus and at the Palm Desert campus. The Chair responded that this is an easy solution to implement and mentioned that plans are in the works to place designated sharps containers in Student Housing. Additionally, the Chair noted they will work with other departments to establish more designated areas for sharps disposal throughout campus.

7. Adjournment

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