PRESENT: Jim Buxton, Laura Chapin, Dave Drake, Justin Estill, Brian Gwin, Jim Hacker, Roger Hamilton, Leona Horst, Deana Hudgins, Mike Kauffman, Mike Klingman, Leona Horst, Anthony Smith, Royce Thornton, Lee Wilson, Scott Wolfe. Guest – Anne Dorrance.

The meeting was called to order by Scott Wolfe.

POINTS OF DISCUSSION

1. Approval of the minutes from the November 20th meeting.
   - Moved by Royce and seconded by Leona.
2. Dr. Anne Dorrance, Associate Dean and Director, Wooster Campus, and Ohio Agricultural Experiment Station, provided a message that change will continue with growth as a component. The campus is highly regarded as an anchor for economic development. Please convey ideas for improvements and bullet points to brag about to her office. Anne will be a “walking Dean”.
3. Old business
   a. The coordination of snow removal is going well between grounds and ag operations. Only issue with the current situation is a lack of salt storage as contracts to take loads must be honored.
   b. Mark Schleppi will be getting the operator proficiency subcommittee back together to determine the next steps in the evaluation and training program for Ohio State ATI students. No program to follow up on the August 2019 evaluation was implemented. Looking into modules and courses. EHS has online modules but the students mostly need hands-on experience.
   c. Roger reported that the online module for hearing conservation is still not accessible.
   d. Note from Kent that the Worker Protection Standards training for agricultural and greenhouse employees on Buckeye Learn is due annually, however for a few individuals it is not recording that the course has been completed. Contact Kent, Scott or Mitch Baker of EHS if this occurs.
   e. There are several OSHA training sessions upcoming. Anthony noted that the skilled trades will be participating.
4. New Business
   a. Laura suggested that departments remind employees to use the marked cross-walks on campus if they are available. Many times, roads are used by pedestrians because sidewalks do not exist. Areas such as Selby Hall east and Secrest Welcome and Education Center parking lot are lacking adequate lighting for safety. Anthony asked that work orders be submitted for emergency lights which are not
working. The Wooster Campus Strategic Plan will be addressing these need as a component of campus interconnectivity.

b. Dave questioned if there are new reporting pathways for this committee as a result of various changes within college and campus administration. Unless otherwise informed, the reporting will continue to be to the campus director.

c. AgPro (formerly Shearer Equipment) will be hosting their annual customer appreciation event on campus January 30th. The company will be assisting with parking. An email has been sent to campus employees noting the alternative parking locations for their vehicles on the day of the event.

d. The proclaimed “Year of Clean” is resulting in the identification of many unused chemicals and being disposed of properly. Dave and Jim are working with Clean harbors on an idea of aligning their services with the Thorne Hall move.

e. Wayne County is working on a facility to collect residential hazardous waste. Scott will check in with Fred Michel to determine if a public hazardous waste collection will take place during Scarlet, Gray and Green this year.

f. Laura asked, How do we relay safety recommendations to everyone on campus that needs to hear them? A current issue is that laboratory doors need to be locked when unoccupied and restricted items, including chemicals, are present. It was recommended that there be enhanced communication on this topic within departments and especially to those without dedicated lab managers. Dave is to work with Cassi on an email that can be distributed that unlocked lab doors will be an inspection deficiency in the future. If the lab is unoccupied, it must be locked.

g. Several questions related to distribution of safety committee minutes to department and associate chairs. Mike noted that it would be good to annually discuss the responsibilities of committee members and share how information can be best disseminated within the department. Scott to review bylaws and provide an opinion on distribution of minutes.

5. “Live n Learn” – Anthony’s team cleaned and painted the carpenter shop within facilities services. After doing so, they realized that a it would have been appropriate to have inspected the environment for asbestos. Leona had the same learning experience when cleaning a pipe chase.

Roger Hamilton moved to adjourn the meeting; Jim Hacker seconded. Adjourned.

The next meeting will be at 8:30 a.m. on Wed., March 18th, 2020 in Research Services 126.

Respectfully submitted,
Brian Gwin