I. Called to order at 10:00 am

II. Members Present (7/09):
   Jon Kithcart, Art Department Tech.  Michele Gordon, Chemistry Dept.
   Barney Gordon, OIT   Kellie Marshall, UPD/SRM
   Dr. William Bourns, Unit-3/CJ   Michael Chavez, Unit-5/Facilities
   Amy Thomas, UPD/SRM   Marlys Knutsen, Unit-7/CS

   Members Absent (7/09):
   Gilbert Luna, Unit-6/Safety Steward Clarissa Lonn-Nichols, Unit-4/FMP
   Neil Jacklin, Unit-9/Biology Kelly Mode, Human Resources
   Dr. Bruce Wilbur, Student Health Center Dr. Ted Wendt, Faculty Affairs
   Student Representative

III. Accepted minutes from last quarterly meeting 1/16/09 [Note: April meeting was cancelled]

IV. Old Business
   A. Evacuation Drills and DEN Test – K. Marshall gave a summary of March’09 drills; Dr. Bourns recommended that emergency evacuation information be included on course syllabi; chart of DEN call results was shared
   B. Building Marshal Radio Communication – A. Thomas reported that Homeland Security Grant funded new 800 Mhz radios and were distributed and tested; she also reported that due to University general fund budget cuts, University Police dispatch hours have been reduced and non-emergency calls would not be answered after 5:00 pm, Monday – Friday.

V. New Business
   C. Student Injuries – members reviewed non-confidential data of Fiscal YTD injury reports
   D. Employee Injuries – members reviewed non-confidential data of Fiscal YTD injury reports; it was mentioned that in 2008 Stanislaus had the highest injury rate of all CSU campuses
   E. University Police Daily Log - members reviewed a public information log of University Police activity
   F. State Fire Marshal Inspections – members reviewed a chart of fire and life safety inspection results; concern was raised about new Art Dept. kiln and confirmation that the Fire Marshal will inspect before use; A. Thomas will research the Fire Marshal inspection status of the project.
   G. Laptop Computer Power “Stations” – members discussed potential solutions to reduce/deter student use of hallway electrical outlets and extending cords in unsafe ways; members agreed it is difficult to determine who is responsible; possibly: increase outlets, cover hallway outlets, signage, increase tables with power sources
   H. New MSDS Online program – to meet a legal requirement for MSDS and hazard communication and through a system wide agreement, nearly $4,000 have been saved by contracting with a new vendor
   I. Safety and Risk Management – A. Thomas reported that due to the retirement of Carol Castillo, the duties of Risk Management were shifted to the UPD and added to the EHSEM division; the unit is now called Safety and Risk Management with the responsibilities of: Environmental Health, Occupational Safety, Emergency Management and Risk/Insurance Management
   J. Hazard Communication – B. Gordon raised concern about the safety of persons working alone with hazardous chemicals and how they would get assistance if overexposed to chemicals; suggested a panic alarm system be considered, keep an eye out for grant funding; A. Thomas described that it was the
responsibility of those working with the hazardous materials and their supervisors to have written safety plans that address the emergency response in these situation; B. Gordon will research potential alarm options for consideration of College Deans and Department Chairs

K. University Circle Entrance – M. Chavez raised concern and members agreed that the new front entrance seems to lack signage for traffic controls; A. Thomas will share this information with the UPD.

L. New Student Recreation Center – K. Marshall confirmed that Safety and Risk Management will have emergency plans finalized for the grand opening of the SRC, including evacuation gathering areas and Building Marshal duties

VI. Adjourned at 11:00 am

NEXT QUARTERLY MEETING: Friday, October 16, 2009