



University of Vermont,
 United Electrical, Radio & Machine
 Workers of Vermont Local 267,
 Safety Committee
 284 East Avenue
 Burlington, VT 05405

**Safety Committee
 Meeting Minutes
 Thursday, October 11, 2007**

Members	Representing	Attendance	Phone	Address	e-mail
Carmyn Stanko	UE	Absent	6-2626	284 East Ave	Carmyns@afsrvr.uvm.edu
Lester Gockley	UE	Absent	351-7565	284 East Ave	Lester.Gockley@uvm.edu
Jon Thibault	UE	Present	6-8555	284 East Ave	Jon.Thibault@uvm.edu
Deb Trombley	UE	Present	351-4207	284 East Ave	Deborah.Trombley@uvm.edu
Shari Langlois	UVM	Absent	6-3242	McAuley Hall	Shari.Langlois@uvm.edu
Jeff Rogers	UVM	Absent	764-6613	284 East Ave	Jeff.Rogers@uvm.edu
Sal Chiarelli	UVM	Present	6-2186	284 East Ave	salc@afsrvr.uvm.edu
Vince Brennan	UVM	Present	764-6613	284 East Ave	Vincent.Brennan@uvm.edu
Marilyn Baker	Clerk	Present	764-6613	284 East Ave	Marilyn.Baker@uvm.edu

Item	Resp.	Status
<u>Meeting Minutes:</u> If you have changes to these meeting minutes, e-mail Marilyn and she will make appropriate changes.	TCO	
<u>Training Update:</u> Vince reviewed the upcoming trainings.	TCO	
<u>Marsh Life Science – Penthouse Access – Fall Hazard:</u> A discussion took place regarding the suggestion of painting the rocks around the hatch to designate a controlled access zone. It was decided that reflection tape may be a better option as the paint might not last and is not visible at night.	Jeff	Open
<u>Mechanical Rooms:</u> Ongoing	Jeff	Open
<u>Fire Detectors/Alarms on Cottages & Other Small Wooden Buildings:</u> No update was provided	J.Marcus	Open
<u>Roof Access at WDW is through a window:</u> Luce is working with SAS, and plans to change the windows over Christmas Break (weather depending).	Jeff/Luce	Open
<u>University Heights Complex: No covers over the mechanical room doors (Custodial uses these doors as egress points):</u> The committee decided a meeting should be scheduled with Custodial, Risk Management, TCO, and Facilities Design Construction groups to discuss service needs to University Heights mechanical spaces. Meeting scheduled for 10/23 at 11 AM. Sal suggested that we include FDC and other departments on the distribution of these meeting minutes if they have responsibility in helping correct a problem. Also to include who the responsible individual is from the area.	Jeff/Shari	Open

<p><u>Personal Protective Equipment Training for Grounds Employees:</u></p> <ul style="list-style-type: none"> • Vin to speak with Rose about having contractor and UVM employees wear proper PPE • Jeff to coordinate a general “Grounds Safety” training – Curriculum is developed, Jeff needs to present to Rose & Mike before rolling out to the department. 	Jeff/Vin	Open
<p><u>Fleming Museum:</u> Held a meeting on site (10/5). The group decided to design/install a “fixed” ladder with hand grabs on either side of the opening. Luce Hillman will incorporate this upgrade with the current roofing project.</p>	Jeff	Open
<p><u>New Business-</u></p> <ol style="list-style-type: none"> 1. Carmyn informed Jeff that the ladder that goes on the Terrill roof is loose at the top and asked if someone could check the bolts that are pulling out. Vince asked members that if they have a safety issue such as this that a work order be sent to the appropriate shop immediately and that it does not have to be brought before the safety committee prior to initiating it to be fixed. Sal reiterated that fixing safety issues on campus is a priority and should be handled through the work order system. 2. A discussion was held about the mission of the committee. Questions were asked whether it should focus mainly on correcting issues on campus that can possibly be handled through the standard work order system or whether they should spend time on the promotion of an over-all safety mind-set amongst the UE members. More discussion to follow. 3. Another lengthy discussion was held about the distribution of information regarding the work of and progress of UE/UVM Safety Committee. Questions were asked about how the information is relayed to the UE members. Because most of the Safety Committee Members are from Physical; Plant are all the UE employees receiving information and being solicited for their input? Is it possible to announce this meeting, its agenda & post the minutes on the UE website? What is the best way to get the information out there? More discussion to follow. 	All	Open