

UNIVERSITY of NORTH CAROLINA
PEMBROKE

Meeting Minutes of the Campus Safety and Health Committee

March 19, 2019 – 2:00 p.m.
Pinchbeck Conference Room 141

1. Welcome and Call to Order

The meeting was called to order at 2:07 p.m. by Michael Bullard.

2. Members

Present: - Michael Bullard, Charles Chavis, Carolyn Parsons, Austin Sheppard, Sheila Hardee, Phillip Bullard (PPS), Abdul Ghaffar, Jacob Newton (SGA)

Absent: - Devan Britt, Omar Torres, Jessica Locklear, Mark Vesely, Sylvia Chavis. Mcduffie Cummings, Pauline Privitera, Travis Bryant, Whitney Akers, Nicolette Campos

3. Introduction

Michael Bullard opened up discussion starting with old business.

4. Old Business

• **Prospect Road Project:**

Michael Bullard discussed the Prospect Road Improvement Project. NCDOT is going to close N. Odom Street / Prospect Road between First Street/Alumni Land and the roundabout in front of the Givens PAC at University Drive as part of NCDOT project to reconstruct the campus gateway. During the closure, three crossline drainage pipes must be installed, and the concrete medians will be poured.

Traffic will use N.C. 711, University Road and St. Anna Road to go around the closure.

Tentative closure is May 7th through June 18th, 2019.

• **West Hall Renovation:**

2-11-19) Walk thru for Phase 1 Demo/Abatement is scheduled for February 19@3pm and bid opening is March 7th @ 2pm. Logistics plan review is being scheduled.

• **New School of Business:**

(2-14-19) SD plans and spec have been sent to owner for review, respond within 2 weeks.

- **Old Infirmary:**
 (3/18/19) decision was made to wait for the fall protection to be added to project at a later date, processing SSB for roof repair this week.
 (3/11/19) waiting for contractor's response (there are areas that were overlooked/missed in the demolition project that I discussed w/ contractor on 3/5/19).
 (3/4/19) Demolition and asbestos abatement completed by contractor punch list being performed awaiting air clearance approval.
 (2/25/19) Demolition and asbestos abatement has been extended until 3/1; CD comments from campus stakeholders to be completed by 2/28.
- **Courtyard Apartments:**
 (3-18-19) Framing continues on Buildings A, B and C. (A: frame 1st floor, B: complete 3rd floor framing, C: frame 2nd floor). Building D: rough in inspections underway. Expect to lay out walls for first floor Building D this week.
- **Parking on campus:**
 Discussed parking improvements to Lot 34 across from Deese Road and the potential to develop and an additional lot for UNCP parking behind the Baptist Building across from Prospect Road.

5. **New Business**

- **Student Outreach:**
 Michael Bullard stated that the EHS Office recently received a table cover to be used at events. He suggested to get the committee involved with handing out safety information (i.e. LiveSafe and etc.) to the university community during campus events. The committee had no issues with assisting with student outreach.
- **Lab inspections:**
 Michael Bullard stated that it would increase lab safety if the committee could assist with conducting lab safety inspections, it would increase presence and visibility in the labs. The committee had no issues with assisting with lab safety inspections, as long as they were provided the forms and were trained on what to look for during lab safety inspections.

Michael Bullard discussed what to look for during these inspections. Carolyn Parsons stated that those committee members that wished to participate to come during open lab, to advise the faculty member who they are and look for any problems, for example improper use of PPE.

Michael Bullard and Charles Chavis did conduct a brief lab safety training with Whitney Ackers in December 2018.

- **Accident Reporting:**
 Michael Bullard discussed that the EHS Office was in the process of developing a flyer to send to the campus community on how to report accidents. Some accidents are not being reported correctly or not being reported at all. All of the accident reporting requirements are listed [here](#).

6. Environmental Health and Safety Officer Report

- **Accidents on campus:**
14 total, 4 accidents/injuries are recordable
- **Inspections:**
5 total inspections conducted ** (Oxendine Science, Business Administration, Educations Center, Jacobs Hall, Office of Regional Initiatives) **
- **Training:**
Many trainings conducted, New Employee Safety Training, CPR/AED, Golf Cart Safety, Hazwoper, Advanced MESH (Manager of Environmental, Safety and Health Programs) in contact with Ben Simmons (HR) with implementing the Learning Management System (LMS).
- **LiveSafe:**
2179 current users / 98% current

7. Miscellaneous

Carolyn Parsons wanted to know the status of the bicycle racks being installed near the Oxendine Science Building.

Michael Bullard stated that the EHS Office was working with Facilities on a short list and long list of safety projects and the additional bike racks would be installed in June or July.

Jacob Newton (SGA) advised that the students would like to be notified of crime occurring through-out the county particular Lumberton and the Pembroke Areas.

Phillip Bullard stated that crime shared from throughout the county would not be feasible, but that crime occurring within UNCP Clery Geography (Pembroke Area) was being shared through timely warnings and/or informational messages.

8. Announcements

Next meeting: April 9th at 2:00 pm
Pinchbeck Conference Room 141

9. Adjournment

Michael Bullard adjourned the meeting at 2:30pm.

Respectfully submitted by,

Charles Chavis
EHS Professional