

UNIVERSITY of NORTH CAROLINA  
PEMBROKE

**Meeting Minutes of the Campus Safety and Health Committee**

October 23, 2018 – 2:00 p.m.  
Pinchbeck Conference Room 141

**1. Welcome and Call to Order**

The meeting was called to order at 2:05 p.m. by Michael Bullard.

**2. Members**

**Present:** - Michael Bullard, Charles Chavis, Whitney Akers, McDuffie Cummings, Pauline Privitera, Carolyn Parsons, Travis Bryant

**Absent:** - Devan Britt, Austin Sheppard, Omar Torres, Jessica Locklear, Mark Vesely, Sheila Hardee, Sylvia Chavis

**3. Introduction**

Michael Bullard discussed Hurricane preparations made for Hurricane Florence and Tropical Storm Michael. Michael Bullard opened the floor up for any issues developed from the two (2) storms.

Carolyn Parsons stated that missing ceiling tiles were noticed throughout Oxendine Science Building and questioned why have they not been replaced? **Once confirming with Facilities Planning and Construction additional ceiling tiles were ordered and will be replaced throughout campus by an outside vendor, twenty (20) plus buildings on campus have roof issues and Facilities do not have enough of ceiling tiles on hand.**

**4. Old Business**

• **Prospect Road Project:**

Michael Bullard discussed the movement of the prospect road from North to South and the project will be in the area in front of Lumbee Hall constructing the round-about around January 2019 timeframe.

• **West Hall Renovation:**

Travis Bryant advised that the project was still in the planning stage.

• **New School of Business:**

Travis Bryant advised that the project was still in the planning stage.

- **Parking on campus:**  
Chief Cummings advised the committee that the start date of the construction projects would determine how parking would be affected on campus.
- **Speeding on campus:**  
Michael Bullard stated that some concern with speeding on campus was brought to his attention, the main area of concern was on Hawk Drive Extension in front of the Health Science Building. Chief Cummings advised that a speed bump will be installed at that location.

Chief Cummings also brought up another problem area around Wellons Hall and Lot 10 and advised two (2) speed bumps will be installed at that location.

## 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 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 be a good idea to have the committee 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.

## 6. **Environmental Health and Safety Officer Report**

- **Accidents on campus:**  
4 total, 3 facilities employees, 1 student, 1 recordable
- **Inspections:**  
6 total inspections conducted \*\*(Brave Health Center, Moore Hall, Old Main, Caton Field House, Press Box, Wellons Hall)\*\*
- **Training:**  
Many trainings conducted, New Employee Safety Training, Forklift, Aerial Lift, CPR/AED, in contact with Ben Simmons (HR) with implementing the Learning Management System (LMS) in the near future.
- **LiveSafe:**  
2069 current users

## 7. **Miscellaneous**

Carolyn Parsons stated that bicycle parking issues were noticed around the Oxendine Science Building, student were parking bicycles in the handicap ramps, light poles, and trash cans, blocking walkways. Michael Bullard stated that more bicycle racks need to be installed in the area and will be in contact with Facilities Operations to get that completed. Charles Chavis stated an info sheet (bicycles impeding walkways) was sent to Housing and Residence Life.

Travis Bryant stated that the university was working with the town of Pembroke on a 900,000 dollar grant to assist with cleaning and clearing ditches to ease the flooding issue. Also, the town of Pembroke conducted a Hydrology study for storm water needs and found that it would cost 6 million to help alleviate flooding issues in town and on campus.

**8. Announcements**

Next meeting: November 27<sup>th</sup>, 2018 at 2:00pm  
Pinchbeck Conference Room 141

**9. Adjournment**

Michael Bullard adjourned the meeting at 2:30pm.

Respectfully submitted by,

Charles Chavis  
EHS Professional