**UNC Pembroke Campus Safety and Health Committee Meeting**

**Minutes**

Monday, October 16, 2023, 1:02 pm

**Present**: Michael Bullard, Charles Chavis, Craiganna Ellis, Phillip Bullard, Ed Wittenburg, Shelia Hardee, George Johnson, Jessica Locklear, Mike Parnell, Reggle Strickland, Mark Vesley, Carolyn Oxendine, Kevin Swift, Jennifer Jones Locklear, Annie Burke, Kyle Smith

*Michael Bullard called the meeting to order: 1:02 pm*

**Old Business:**

* **UNC System Office Tabletop Exercise – 9/19/23-All Clear Communications:**
  + Exercise involved a hurricane hitting campus and the issues that would arise during the event.

**New Business:**

* **Chemical Hygiene Plan update – Lab safety committee**
* Mike Bullard has updated the CHP but is holding for pending guidance on a fingernail length discussion with Dr.’s Gay, Mandjiny, and Woriax.
* **15 Passenger Van Policy**
  + An existing Facilities policy will be used to draft a campus policy
* **2023 Fire Marshal Inspection**
  + Completed in September. Waiting for the official report to arrive on campus from OSFM in Raleigh.
* **Driver and Pedestrian Safety event**
  + Completed on October 11th
* **George Earl Johnson (Campus Police Report):**
* October 2nd, Partnered with Starbucks on campus for “Coffee with a Cop”
* October 11th, Driver and Pedestrian event (Drunk goggle driving exercise)
* Partnered with Title IX and brought back the R.A.D. Program:
  + Completed the first class on October 11th
* Partnered with the office of Violence Against Women for Domestic Violence Week:
  + Showing support and providing information to students
* Nominated 2 UNCP Police & Public Safety Officers for Officer of the Year:
  + Reggle Strickland & Derrick Locklear for their quick take charge actions during the bomb threat incident on campus
* Tabletop Exercise:
  + With other local agencies
  + Will be In-House in December
* Active Threat Response Exercise
  + Inter-Dept. – Trainings: December and May
* Alice Training: Looking to partner up with SGA to get students more involved in the training.
* LiveSafe: Still pushing everyone to download the app if they don’t have it.
* **Jessica Locklear (SHS Update):**
  + The campus Hepatitis B program requirements for vaccinations/declinations/proof of vaccination documents for affected employees are almost at 100% for compliance with OSHA program guidance.
    - From almost 150 employees down to about 7 or so.
  + Covid 19 – No updates
* **Sheila Hardee (Accident Reporting/Workers Compensation)**
  + Discussed Reporting Accidents
  + If you witness the accident to please do a witness report so there will be details of the accident and what happened.
* **Michael Bullard (Environmental Health and Safety Officer Report)**
  + Incident Investigations – YTD – 31
    - 4 students, 27 employees, 0 visitors, 0 contractors,
    - 13 Recordable injuries YTD – numbers have spiked with 5 in August/September alone
  + Inspections since last meeting – Locklear Hall, Thomas Hub, Oxendine Science, Hickory Hall North, Hickory Hall, Weinstein Health Science, Pinchbeck, Dogwood Building, ROTC Building
  + Live Safe App – Currently at 4781 users.

**Updates – Committee Members:**

* **Jennifer Jones Locklear (Nursing):**
* Fire Marshall issued a violation for chocking doors open in the nursing department. Inspection issue is as follows:
  + - * The UV decontamination machine can’t be used while the students are in the building (students are in the building until about 10pm), so the machine is run late at night and the doors must be open while the machine is running.
      * Housekeeping can’t close the doors after the machine is done since they have been put on a minimized schedule.
      * Michael Bullard indicated that the FM will be notified and made aware of the process and challenges.
  + Badges and the push button are not working to open the door (Health Building).
    - Facilities operations is aware of this and is working to resolve this issue.

Michael Bullard ended meeting: 1:32 pm