

Safety Council Minutes
February 18, 2008

1. **Members Present:** Cindy Nyquist, John Dean, Matthew Taylor, Everett Malcolm, Richard Crosby, Rocelia Gonzalez, Ann Hoover, Robin Rutledge, Myron Kelly, Cynthia Scott, Shelly Purser, Elinor Scheirer, Judy Vaesa, Shelia Spivey, Paul Riel, Steve Shedd and Jasmine Butler.

Staff Present: Garry Clay; Brandon Smith

2. **Announcements**

a. Minutes for the meeting on 01/14/08 were reviewed and approved.

b. The Chair emphasized the importance of the Council in light of recent tragic events at Northern Illinois University and the Council's recommendation for a dedicated Emergency Manager. The Chair also expressed the Council's continued appreciation to the UPD for their vigilance and hard work to improve public safety for the entire campus community.

c. The Chair observed that the last Safety Walk was very informative and recommended that all Council members participate in that effort. Discussion followed to announce that efforts were underway to conduct the next Safety Walk during daylight hours to allow all Council members to participate.

3. Status Reports

a. Environmental Health and Safety

Annual Inspection by State Fire Marshall

The written report from the State Fire Marshall's fire safety survey has been received. There are fewer discrepancies in the current report as compared to previous reports. Some areas of concern include fire department access to respective campus buildings and notification of the fire department when a building fire alarm has been activated.

Safety Walk

Copies of the discrepancy list from the last Safety Walk were distributed to each Council member. The last survey concentrated on the area of the walkway to the North lot and the building 8, 9 and courtyard area.

b. Physical Facilities

Elevator Renovation

The renovation of the elevator in Building 15 has been completed. The elevator in Building 9 will be renovated in the near future, and the elevators in Building 39 will be evaluated to determine whether they require maintenance or renovation.

Restroom Renovation

All restrooms in Building 9 will be renovated in the near future.

Road Resurfacing

Resurfacing of UNF Drive is scheduled to begin in May 2008.

Fire Alarms

Repairs to the campus fire alarm system have been completed and the result has been a tremendous reduction in the number of fire alarm activations.

c. University Police Department

Vulnerability Grant

UPD has received a grant from the Department of Homeland Security to conduct a vulnerability survey of campus buildings and facilities for protection against terrorism and natural disasters. The offices of Environmental Health & Safety and Physical Facilities will be contacted to assist in this survey.

Active Shooter Training

UPD has developed a training module regarding active shooter incidents and how to protect oneself until the UPD arrives. Several departments have requested the training, and an announcement will be forwarded to all Deans to inform them of this offering.

Skateboard Policy Enforcement

The department is actively enforcing the UNF Skateboard Policy, but enforcement has not solved the issue regarding safety issues in the core of campus.

4. Subcommittee Reports

a. Disabled Safety

Training Coordination

The ADA Compliance office will be working with UPD to include disability issues in the training module regarding active shooters.

b. Personal Safety – No Report

c. Traffic Issues Subcommittee Report

Arena Crosswalk

The crosswalk on UNF Drive at the Arena has become a potential problem for students and vehicular traffic. Students sometimes walk into the crosswalk without regard to oncoming traffic. A private traffic consultant will include this crosswalk issue when addressing the overall plan for all crosswalks on campus. Dan Endicott will provide an update on the crosswalk standards and issues at the next meeting.

5. Old Business

Skateboard Policy

SGA and Health Promotions outlined several outreach and information efforts planned and underway to educate students and the entire campus community regarding the UNF Smoking Policy and Skateboard Policy. Efforts planned to enhance public safety on the campus include: column wrap signs on support columns under the first floor walkways to inform the community about various safety

policies, e.g. skateboarding, bicycles, skating; non-threatening handbills delivered to people who are observed violating university policies; taping off areas that are included in the non-smoking area of a building; and, attending and speaking at orientation and information meetings. Some discussion regarding the issue of skate boarding in the core area of campus followed and the consensus of the Council was to allow time for the above actions to take place and revisit the issues in October of 2008.

6. New Business

EMS Issue

During the last month a person required emergency medical care on an upper floor of Building 39. EMS was called, but the unit did not enter the campus at the entrance originally specified and was delayed in arriving at Building 39. Additionally, when EMS did arrive, both elevators in Building 39 were inoperative and the ill person had to be carried down the stairs for transport to the hospital. It appears that UPD was waiting for the EMS unit at the entrance EMS specified but the unit entered campus from a second entrance. UPD located the EMS unit and escorted it to the correct building. The elevator malfunction was an anomaly. The ill person recovered from the illness.

Sanitary Drain Overflow

The sanitary drain between buildings 3 and 4 has recently overflowed on more than one occasion. Each time, raw sewage has spilled on to the walkway and into the grass. Physical Facilities reported that the problem was caused by excessive paper towels in the sewer line. EH & S reported that a written policy has been drafted and a training module is planned to train employees on the hazards associated with raw sewage and the proper cleanup operations.

Bus Stop Issue

A hazardous situation was described at the shuttle bus stop just west of alumni drive outside the housing area on UNF Drive. Occasionally when the bus is stopped, other traffic has been observed passing the bus in the center turn lane thereby creating a potential accident situation for oncoming traffic. UPD reported that passing the shuttle bus at that location was not permitted and that traffic control officers would be notified to monitor this bus stop.

Speeding Utility Carts

Utility carts have been observed driving too fast in the walkway area between buildings 15 and 832B. Council members were advised to report the cart number to UPD or EH & S.

Potential Budget Cuts

The Chair emphasized the need to sustain public and occupational safety budgets even during times of reduced funding. The Council was assured that no funding would be reduced from these important programs.

The next meeting of the Council is scheduled for March 24, 2008.

There being no further business to discuss, the meeting was adjourned.