

**Safety Council Minutes**  
**January 14, 2008**

1. **Members Present:** Cindy Nyquist, John Dean, Matthew Taylor, Dan Endicott, Everett Malcolm, Richard Crosby, Rocelia Gonzalez, Ann Hoover, Robin Rutledge, Myron Kelly, Cynthia Scott, Elinor Scheirer, and Chelsi Henry.

**Staff Present:** Garry Clay

2. **Announcements:** Minutes for the meeting on 11/19/07 were reviewed and approved.

3. Status Reports

**a. Environmental Health and Safety**

*Annual Inspection by State Fire Marshall*

The Office of the State Fire Marshall continues its annual inspection of all campus facilities. Minor discrepancies have been noted in some work areas.

*Department of Homeland Security Chemical List*

We have received a change to the reporting date for the Department of Homeland Security Chemical Inventory Program. We now have until 3/19/08 to identify quantities and locations of specific chemical inventories.

*Radiation Safety Program Review*

Our Radiation Safety Program was reviewed by a contract consultant during the last month to assist in the correction of discrepancies noted during a survey of the program by state program auditors. Additionally, we have hired a new employee who will be responsible for administering this program. He will begin work on 2/11/08.

*Fall Protection*

We are coordinating the development of fall protection systems with the Physical Facilities Department for existing buildings and with the Facilities Planning Department for new construction. These systems would be used by UNF employees and contractors while performing roof work. We also are developing a fall protection system for use with fixed ladders at various campus locations.

*Emergency Manager Resolution*

Approval was passed by the Council to develop a written statement which reconfirms the Council's recommendation to establish an Emergency Manager function for the university. This resolution will be sent to the President's Office.

**b. Physical Facilities**

*Sidewalks Installed*

A number of sidewalks were installed and repaired across the campus during the recent holiday break period. One large job of significance is the sidewalk area between Buildings 14 and 832B.

*Locks on Classrooms*

All new classroom door locks have been installed as of this date.

### *Elevator Renovation*

The renovation of the elevator in Building 15 will be completed by the end of January. The elevator in Building 9 will be renovated later this year.

### *Outdoor Lighting*

Outdoor lighting at walkways between Buildings 8 and 9 is under review. Recommendations for improvements will be submitted when the review is completed.

### *Crosswalk Construction*

New and improved crosswalks across UNF Drive will not be completed until the road is resurfaced during the summer months.

### *Traffic Signals*

New traffic signals have been installed at Alumni Drive and Holzendorf Drive. Signals will be operational on 01/18/08.

## **c. University Police Department**

### *Roadway Closure*

Closure of the entrance to the lot 14-Childcare Center off of UNF Drive has gone very well. To date, no complaints have been received by UPD.

### *Relocation of Parking Services*

The Parking Services Department has been relocated from Building 41 to Building 100.

### *Skateboard Policy Enforcement*

The department is actively enforcing the UNF Skateboard Policy with the start of the new semester.

## **4. Subcommittee Reports**

### **a. Disabled Safety**

#### *CDRC Drop-Off Area*

A review of issues related to improvements at the drop-off area of the CDRC has been coordinated with the CDRC.

### **b. Personal Safety – No Report**

### **c. Traffic Issues Subcommittee Report**

#### *Crosswalk Standard*

EH&S has joined with the Facilities Planning and Physical Facilities departments to develop a standard configuration for all campus crosswalks. The Haskell Construction Company has developed a proposal for the Fountains Housing area and will present their proposal to the Council at the next regular meeting of the Council.

## **5. Old Business - None**

## **6. New Business**

### *Biosafety Committee*

The UNF Biosafety Committee has been recently reconstituted. The committee will meet to consider procedures and issues related to the use of biological agents in general and the use of recombinant DNA in particular.

The next meeting of the Council is scheduled for February 18, 2008.

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