**A&S Group 6 EH&S committee meeting**

**October 18, 2012, 3:00 pm**

**CMU 065**

Present: Robert Blum, Tracy Harvey, Matthew MacAdam, Ron Maxell, Susan Williams, Bob Shupe.

1. Meeting called to order by Tracy Harvey at 3:07 pm.
2. Old business: Two incident reports from last month, 2012-08-043 Burke

2012-08-072 Art, are still incomplete so will be sent letters from the committee to request that the incident reports be completed.

1. Committee reviewed current incident reports:

2012-09-64 Chemistry—Incomplete, corrective action required.

2012-09-068 Drama —requesting clarification from the Department on who was hit and whether or not this activity was part of an educational program.

2012-09-069 Burke— Incomplete, lacks corrective action target and completion dates.

2012-09-070 Psychology—Complete, no further action required.

1. Committee Chair Harvey reported on U-wide EH&S meeting:

There was a report of the annual Workers Compensation Claims; those interested in L&I statistics should review the U-Wide committee meeting minutes. There is a preliminary effort under way for employees to formally request light duty work options. This should help the University further reduce lost work days.

The report from the EH&S board was that the revision of Executive Order 55 has been finalized.

1. Discussion, Department Health and Safety Plans:

To begin the Group review of Group Six Health and Safety Plans, Bob Blum will update the list of Departments and safety plans and email it to the Committee members. A check of the status of each Plan will be performed and recorded; each Department Plan will be recorded as "current" (each plan is required to be updated annually), "not current" or "not received". The minutes for the November Group 6 Committee meeting will include the results of this check.

1. Meeting adjourned at 3:42pm.