**EH&S Committee 6 Meeting**CMU 065  
November 21, 2013

Minutes by Beverly Wessel

Present: Ann DePasquale, John Martin, Ron Maxell, Beverly Wessel

1. Meeting called to order at 2:33 p.m.
2. The minutes from the October 2013 meeting were approved.
3. Review of Accident/Incident Reports for October 2013:  
   a. 2013-10-028, Chemistry: complete

b. 2013-10-029, Chemistry: complete

c. 2013-10-036, Drama: complete

d. 2013-10-045, Dance: complete

e. 2013-10-058, Chemistry: incomplete; John will follow up

f. 2013-10-063, Burke Museum: complete

g. 2013-10-064, Art: incomplete; John will follow up

h. 2013-10-068, Burke Museum: incomplete; John will follow up

i. 2013-10-076, Graduate School: incomplete; John will follow up

j. 2013-10-087, Chemistry: complete

j. 2013-10-100, Chemistry: complete

k. 2013-10-111, International Studies: complete

John followed up on the incomplete September reports and reported that they are now complete:

2013-09-023, Chemistry  
2013-09-063, Burke Museum

1. Report from U-Wide meeting: John was unable to attend the November meeting and will not be able to attend in December. He will follow up with Heidi to see if she can attend in December.
2. Discuss HSC election/nominations: Ann reported that 21 people were elected in the recent election. Each will receive a letter notifying them of their 2 year term beginning in January 2014 and the meeting schedule.
3. In an effort to save paper when the larger group joins us in 2014, John will stop making copies of the Accident/Incident Reports for each member, but instead will project them onto the screen in the room.
4. The next meeting is on December 19, 2013 at 2:30 p.m. Room 046.

Meeting adjourned at 3:25 p.m.