Staff Council Health and Safety Committee Minutes

July 25<sup>th</sup>, 2018
2:00pm-3:00pm
Memorial Union L1-45

Conference Call Information:
Dial In Number: 1-877-820-7831
Pass Code: 847008#

I. Welcome

II. Attendance

III. Introductions

IV. Old Business
A. Review May 30<sup>th</sup>, 2018 Agenda
B. Website - updated links available for:
   a. Authorized Driver Program
   b. Office Safety Training
   c. Incident Reporting
   d. Hazard Reporting (like trip hazards)
   __ Alana to ask Rob/Darren for links.
   __ Alana will provide links to Linda
   __ Linda to post links on Staff Council Website

V. New Business
A. Future Meeting Times – current meeting day, time, location okay with all.
B. Committee Positions
   1. Chair : plans and runs meetings, enures matters are handled in a fair and orderly manner
   2. Vice Chair : assists chair, leads meetings when chair is absent
   3. Secretary : record minutes, provides digital copy to chair
   4. Treasurer : oversees and presents budgets and financial statements
   5. Record Officer: take attendance, record votes, ensure quorum

- Alana to remain Committee Chair. No other positions filled at this time.
- Was recommended to remove Treasurer position.
- Was recommended to combine Secretary and Record Officer position.
  __ Rob to ask Paula Dobler if she would consider Vice Chair position.
  __ Others to consider Secretary Position
C. Request from Erica for committee to promote ASU Well-Being and Mental Health, in addition to the topics of safety and physical health.
- Rob volunteered to promote one health item from Liz in each EH&S newsletter.
- Idea presented to post a health topic on Staff Council website as well.
  __ Liz, please provide information to Rob and Linda on one health topic so they can post in EH&S newsletter and on Staff Council Website.
- Erica presents idea to host an event to promote health topics/aspect.
  __ Erica and Liz to brainstorm event ideas.

D. Rob discusses Heat Stress
- It cannot be promoted enough, especially at this time of the year
- EH&S has a video regarding Heat Stress
- EH&S having 1000 pocket cards printed with information about heat stress
  __ Alana to get link from Rob for EH&S Heat Stress Video
  __ Alana to provide link to Linda
  __ Linda to post link on Staff Council Website

E. Linda discusses ASU Staff Council Blood Drive
   Date: January 11, 2019
   __ Linda to post information on Staff Council Website

F. Liz discusses Wellness Classes
   Cooking classes downtown, August Health Screening, Exercises Classes
   __ Alana to get link for these from Liz and to Linda
   __ Linda to post these links on Staff Council Website

G. Parking and Transit
   - Liz contacted James Winfrey in ASU Parking and Transit and received the following information:
     - ASU Parking and Transit had leased shelters at shuttle stops.
     - ASU decided not to renew the lease.
     - Shelters have been removed from many shuttle stops, so there is no shade.
     - ASU student org groups designed new shelters. New shelters are currently being made.
     - At Poly and Downtown campuses, old shelters were found and installed.
     - New shelters will be put up through Fall 2018 at Downtown and Tempe campuses.
     ASU Parking and Transit are providing water bottles/ice on shuttles through at least September.
   __ Linda, can this information be posted on the website?
VI. Future Meetings:
   9/26/2018  2pm-3pm   MU L1-45
   11/28/2018  2pm-3pm   MU L1-45
   1/30/2019  2pm-3pm   MU L1-45
   3/27/2019  2pm-3pm   MU L1-45
   5/29/2019  2pm-3pm   MU L1-45

VII. Adjournment