

GROUP FIVE SAFETY COMMITTEE MEETING
Thursday January 31, 2008

1. Introductions & Roll Call
Peter Rackers, Meegan Amen, Susie Sargent
2. Elect Chairperson
Deferred until February meeting
3. Elect Secretary
Deferred until February meeting
4. Review Safety & Health Inspection Reports
 - a. No OARS incidents for quarter Oct 07-Jan08.
 - b. Peter will submit two earlier reports for review to familiarize committee with process.
Review deferred until February meeting.
5. Evaluate accident investigations conducted since last meeting to determine if the cause(s) of the unsafe situation was identified and corrected. Since this is the first meeting, members may share existing areas of concern to help determine if preventive action can be taken.
N/A
6. Evaluate CAUP workplace accident and illness prevention program and discuss recommendations for improvement, if needed.
 - a. Peter will introduce CAUP Health & Safety Plan and Emergency Evacuation and Ops Plan.
 - b. Lighting Lab (dark room) & Shop recommendations.
7. Additional member concerns or items to place on agenda for next meeting.
Susie asked about getting replacement first aid items. Decision to send out an email from Dean's Office informing all CAUP staff that first aid supplies can be obtained through the Dean's Office and that entire first aid kits are available.
8. Next Meeting: Thursday, February 21, 2008 102 Gould Hall