

DAS Safety and Health Committee Summary

Date: March 11, 2009
Time: 10-11:00 AM
Location: Hoover, Level A, Conf. Room 4

Attending: Julie Marasco – SAE, Tim Young – GSE/ Fleet, Doug Reed – GSE Purchasing, Marianne Mickelson – ITE, Pat Mullenbach – CORE, Chris McNeeley (AFSCME) – GSE, Dave Phillips – DAS Safety Officer

Absent: Ray Woodrich (AFSCME) – GSE, HRE (vacant)

Old Business:

1. **Tracking Large-Scale Safety Issues** A method to track the long-term resolution of safety issues requiring significant expenditures needs to be identified so they are not set aside and forgotten. Customer Service can track progress on project through the HP Service Tracking System.
2. **Emergency Exit Signs at Hoover** An emergency exit sign needs to be remounted to identify the NE exit on level A. A service request was sent to DAS Customer Service on 3-19-09.
3. **EVAC Chairs at Hoover** Due to staff changes there may not be enough EVAC Chairs on each floor of Hoover. This subject will be discussed at the building coordinators meeting on March 18. Dave Phillips will see if there are ARRA funds available to purchase the chairs.
4. **DAS safety web pages:** <http://das.gse.iowa.gov/safety/index.html> Committee meeting summaries and the meeting schedule are posted there.

New Business:

1. **OSHA 10-hour Voluntary Compliance Certificate Course** The March 5 class covered:
 - Materials handling and storage
 - Safe handling, use and storage of liquids
 - Hazard Communication.
2. **Facility and office safety inspection** The facility inspections the week of February found a marked improvement in most areas and no improvement in a few areas. March facility inspections will occur the week of March 16.
3. **False Fire Alarms at Hoover** The false fire alarms at the Hoover Building are disruptive and can cause people to begin to respond too casually. The false alarms are a combination of occupant and construction activities. Dave Phillips will check to see what procedures are in place for contractors and DAS maintenance personnel to prevent them from accidentally setting off the system.

4. There were no DAS Incident / Hazard Reporting Forms submitted since the previous meeting.

Future meetings will be held the second Wednesday of each month from 10:00 to 11:00 AM at Hoover, level A, Conference Room 4 as follows:

April 8, 2009
 May 13, 2009
 June 10, 2009
 July 8, 2009
 August 12, 2009
 September 9, 2009
 October 14, 2009
 November 11, 2009
 December 9, 2009

Attendance	2008		2009					Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Cum.
	Nov	Dec	Jan	Feb	Mar												
Vacant - HRE	0	0	0	1	0												1
Julie Marasco – SAE	1	0	1	1	1												4
Marianne Mickelson – ITE	1	1	0	0	1												3
Chris McNeeley – GSE/ CCM	0	0	1	0	1												2
Pat Mullenbach – CORE	1	0	1	0	1												3
Dave Phillips – GSE/ Safety	1	1	1	1	1												5
Doug Reed – GSE/ Purch.	1	1	1	1	1												5
Tim Young – GSE/ Fleet			1	1	1												3
Ray Woodrich – GSE/ CCM	0	1	1	1	0												3

Adjournment: Meeting was adjourned at 11:00