

DAS Safety and Health Committee Summary

Date: April 8, 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, Ray Woodrich (AFSCME) - GSE, Dave Phillips – DAS Safety Officer

Absent: – HRE (vacant)

Continuing Business:

1. Safety inspections the week of April 13 Monthly inspections of the grounds, construction, energy plant and mechanical rooms throughout the complex and Ankeny Labs will occur. Quarterly safety inspections will occur for DAS office areas and the custodial closets at the Complex and Ankeny Labs.
2. 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. Reporting Protocol for emergencies, near-emergencies other issues Dave Phillips is developing a protocol for DAS Customer Service to use when responding to service requests. The protocol will also be useful to the IT Service Desk night shift as well as all DAS employees who have contact with Customer Service.
2. No Parking Signs too near pedestrian crosswalks Are the no parking signs around the pedestrian crosswalks far back enough for proper pedestrian visibility? Are the no parking areas adjacent crosswalks enforced properly? Dave Phillips will check into these issues.
3. Emergency Shelter Maps at Hoover The Emergency Shelter Maps need to be updated at Hoover. Dave Phillips will check with Barb Bendon.
4. OSHA 10-hour Voluntary Compliance Certificate Course The April 2 class covered:
 - Machine guarding
 - Industrial hygiene
 - Bloodborne pathogens
5. 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:

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												Cum.	
	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Vacant - HRE	0	0	0	1	0	0										1
Julie Marasco – SAE	1	0	1	1	1	1										5
Marianne Mickelson – ITE	1	1	0	0	1	1										4
Chris McNeeley – GSE/ CCM	0	0	1	0	1	1										3
Pat Mullenbach – CORE	1	0	1	0	1	1										4
Dave Phillips – GSE/ Safety	1	1	1	1	1	1										6
Doug Reed – GSE/ Purch.	1	1	1	1	1	1										6
Tim Young – GSE/ Fleet			1	1	1	1										4
Ray Woodrich – GSE/ CCM	0	1	1	1	0	1										4

Adjournment: Meeting was adjourned at 11:00