Members Present:

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<th>Name</th>
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<td>Beiwei Tu</td>
<td>EH&amp;S</td>
<td>Marsha Marion</td>
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<td>Cassandra Greenawalt</td>
<td>EH&amp;S</td>
<td>Mary-Alice Avila</td>
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<td>Dave Forman</td>
<td>Architects &amp; Engineers</td>
<td>Nini Furst</td>
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<td>Delma Lee</td>
<td>Alumni &amp; Constituent Rel.</td>
<td>Paul Richardson</td>
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<td>Hassan Echeverria</td>
<td>ASUCR</td>
<td>Richard Rycraw</td>
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<td>Cassandra Greenawalt</td>
<td>EH&amp;S</td>
<td>Russell Vernon</td>
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<td>Jason Day</td>
<td>UCPD</td>
<td>Scott Corrin</td>
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<td>Ken Mueller</td>
<td>Physical Plant</td>
<td>Scott Nicholl</td>
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<td>Lisa Martin</td>
<td>EH&amp;S</td>
<td>Tim Willette</td>
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Review/Approve March 2015 minutes
Russell Vernon
Minutes were approved with no changes.

HR Fire After Action Report Update
Lisa Martin
Lisa reviewed the HR Fire After Action Report, which was sent to the chancellor this week. The document includes a timeline of the actions that were taken throughout the first day of the fire (UCPD called → Fire dept. response → EMPG notified and briefed → EOC → HR essential functions recovered). The After Action Report outlines topics including: incident overview, roles and responsibilities, crisis communication, public information, and what happened at the site itself. Each topic is broken down further into strengths and areas for improvement. Critical items come out of the report as action items, which are correlated with each area for improvement that was identified. Each action item has been assigned a lead responsible unit, supporting unit, and anticipated completion date. The report appendices include attachments related to the incident (i.e. Final Report of Findings, UCPD Incident Report, Mass Notification History Reports, etc.). The document was presented to VC Ron Coley. From here, Lisa will meet with Physical Plant, Facilities, BAS IT, Training and other responsible departments to ensure that action items are addressed, tracked, and completed appropriately. The report will also be shared with EMPG.

Campus Planning Update
Russell Vernon, Ken Mueller
Ken Mueller discussed the Physical Master Planning of projects on campus. The campus is going through a large master plan process which will lead to a new long-range development plan. Large workshops were held, focused on internal campus members and surrounding community members. Key items that came out of the meetings were: discussions of campus identity, campus entrances, and what distinguishes the campus from Riverside City. Next steps are being identified for further Master plan development. There is a desire, need, perceived need to integrate Residential and Academic life on campus. On April 27, 2015, there will be a second round of campus community and campus surrounding community workshops. Work groups will be looking into best practices, growth rate, sustainability, infrastructure issues, etc.
Upcoming campus building projects include: Multi-Disciplinary Research Buildings (I & II), Pierce Hall Lecture Hall component, Pierce Hall infrastructure updates, School of Medicine Research Building (BSL 3 addition), and a Modular functional MRI building next to Psychology Building.

Undergraduate Injury – Workers Compensation Decision Tree
Marsha Marion
Marsha shared the “Student on-Campus Employment – Undergraduate Occupational Medical Treatment Decision Tree”. The high level document is intended to provide information regarding where to send people in case of an injury. The
decision tree helps identify UC or Non-UC student volunteer, student employee, student volunteer (unpaid) or a student intern (paid vs. unpaid). The decision tree helps users determine whether or not the injured student medical treatment is covered by Worker’s Compensation. The group was reminded that in case of life-threatening emergencies, medical treatment should be sought at the nearest medical facility regardless of status (call 911). If one is unable to determine the status of the injured individual, the person should be sent to the UCR Occupational Medical Clinic (for the first treatment only). A WC Incident fee will not be charged until compensability is determined. If determined to be not compensable, the cost of the first treatment only will be charged to risk management. Currently, the decision tree is awaiting approval from the Vice Chancellor. Once approved, it will be posted on the HR website and referenced on the EH&S website. A similar decision tree will be created to address graduate students. The decision tree and current Medical Treatment Flip Chart will be evaluated and condensed, if possible. For further information, contact Worker’s Compensation: Nini Furst (x2-2407), Marsha Marion (x2-4785), or Risk Management: Erica Healaner (x2-8224).

**Campus Safety Walk – Identification of Desired Outcomes**  
Russell Vernon

A brainstorming session helped identify desired outcomes for the Campus Safety Walk. Identified outcomes include:

- Fix recurring problems
- Communicate that problems are fixed and obtain feedback
- Complete and distribute an After Action Report
- Prioritize action items
- Identify larger problems that need to be

- Implement a way to report problems outside of the Safety Walk
- Establish a way to track the findings of the event, corrective actions, and progress
- Format, process, and structure of the Safety Walk
- Track locations of problem locations over time
- Publicize the event and event findings

**Campus Safety Faire - Brainstorming**  
Russell Vernon, All

The committee brainstormed ideas for the potential Campus Safety Faire. **Objectives/Drivers** of the Faire include: Risk focus area on campus for Senior Management, Safety Self-Awareness, and Applicability to student population. Student Safety Concerns were identified as: Bike lanes, skateboards, crime prevention, lighting on campus, mindfulness (cell phones & walking), laboratory safety, CPR, First Aid. Additional ideas discussed include:

- Fire extinguisher training (hands-on)
- AED Promotion
- Vendor giveaways
- Risk Management – alcohol policies
- Physical Plant – safety issue identification; trouble tickets
- UCPD campus awareness – guns, etc.
- UC Wellness
- Lost and found
- Women’s Resource – CSC
- TAPS bicycle regulations
- Student Health Center
- Occupational Health
- Workstrong Program
- Personal disaster preparedness (work, family, student)
- Demonstrations – Haz Mat, Fall Protection
- Lone worker program (laboratories)
- Department Safety Coordinators
- Food
- Possible locations

Russell asked for volunteers for a Campus Safety Faire subcommittee. The target date for the faire is next fall (2015).

**Standing Topics** (All)

1. **Security (UCPD – Jason Day)**  
   There has been an increase in robberies in and around campus. There are ongoing conversations inside UCPD and with other groups on campus addressing enforcement and crime prevention. Currently, UCPD has asked watch commanders to re-evaluate how they distribute officers on campus, with the intent to put more officers in high crime areas.

2. **Traffic (TAPS) – no updates to report.**
3. **Fire/Life Safety (EH&S – Russell Vernon)**
   Preparing for Spring Splash and commencement

4. **Emergency & Continuity Management (EH&S – Lisa Martin)**
   The Emergency Manager position has been posted; resumes are being reviewed and interviews will be scheduled shortly.

5. **Physical Safety (Physical Plant – Ken Mueller)**
   Current projects: 1.) Lighting project upgrade to 20 traffic light fixtures on Big Springs Drive. High pressure sodium fixtures will be replaced with LED fixtures before the end of May. 2.) In conjunction with C&C, Physical Plant is conducting a campus space assessment. Facilities are being reviewed for deferred maintenance opportunities in addition to multimedia improvements. 3.) Development of an online application for reporting water waste situations and to report irrigation or water conservation opportunities. The application should launch mid-June.

6. **Architects & Engineers (A&E – David Forman)**
   2 classrooms in Humanities will be renovated (1501, 1503). There will be audio system and ADA appropriate improvements.

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**Roundtable (all)**

**Action item:**
- Recommendations from Campus Safety Walk will be requested and added to this month’s minutes.