# Safety meeting April 2020

### Agenda

### Discussion new safety documentation

#### Evacuation plan review

- Need an update on evacuation document for name of eScience Institute: name and new director (Andrew Conley (sp?)). eScience vs. Data Science Studio
- Relatively new EH&S Pages give shortened versions of safety procedures generally.
- Questions about evacuation for people with disabilities. Permanent people and longer-term visitors should be asked to document an evacuation plan for themselves. This affects a small but changing number of persons.
- Meeting/workshop organizers are responsible for disbursement of safety information.
- Need updated and expanded First-Aid trained personnel.

#### Accident prevention plan review

- Updates to safety law Bulletin board: Bob. Recommendation to put safety law information online.
- Discussion of plans when safety issues are ambiguous. Define "line of command",
- Need updates to people who are First-aid trained and their location. Also eScience

#### Workplace Security Plan

- Discussion of reporting hierarchy and procedures in cases of workplace harassment. Unit responsibility is to chairs and administrators. Also eScience.
- Discussion of evacuation routes and safe-rooms.
- Need updated list of open but "restricted" areas.

#### Comments:

 David P. suggests that the documentation be prioritized, with most important aspects being easiest to find.

## Attendance

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