

Meeting Minutes  
Campus Utilization Planning and Safety Committee  
**April 18, 2022**  
2:00 PM to 3:30 PM  
Zoom meeting

1. Welcome and Introductions David Salcido, Co-Chair
  - *David Salcido, Co-Chair, called the meeting to order at 2:03pm. All attendees introduced themselves through the Zoom Chat feature.*
  
2. March 2022 Meeting Minutes Approval David Salcido, Co-Chair
  - *Meeting minutes were circulated for review prior to the April meeting. Dave Beck made a motion to approve the minutes as written. Leslie Hammond second the motion. The March meeting minutes were unanimously approved as written.*
  
3. University Campus Operations/COVID Plans – Update Chancellor’s liaison(s)
  - *David Salcido called for any updates and there were no new reports or updates for today’s meeting.*
  
4. Campus Safety and Accessibility Ted Fritz, Vice Chancellor  
Public Safety and Emergency  
Management
  - *David Salcido introduced Ted Fritz to present on in-depth overview of Public Safety and Emergency Management.*
  - *Ted Fritz provided the framework of the University of Pittsburgh’s Public Safety and Emergency Management*
  - *Ted Fritz provided an inclusive list of local, national, and international Professional organizations (full list on slides)*
    - *As a member of the local organization Western Pennsylvania Joint Terrorism Task Force, this individual serves as the liaison for Pitt main and regional campuses*
  - *Emergency Management at Pitt originated approximately 5 years ago as a standalone department*
    - *Assists in the prevention, preparation, mitigation, response, and recovery from all emergencies at Pitt*
    - *Specialized focus such as student safety, research, and others.*
  - *Emergency Management works closely with a large variety of departments within the University (full list on slides)*

- *Emergency Website*
  - <https://www.emergency.pitt.edu>
  - *Proven very helpful, particularly during COVID*
  - *Source for additional information when you receive an emergency notification message*
- *Emergency Management Guidelines – available on my.pitt.edu*
  - *Only guidelines that departments should supplement*
- *Emergency Operations Center*
  - *Response center for emergencies*
  - *Communication on campus and off campus*
  - *Emergency power in this facility to ensure communication channels are not interrupted*
- *Tabletop Exercises – monthly exercises that simulate an emergency or crisis.*
  - *Preparedness for large sporting activities, move in student events, HAZMAT, FALK School (childcare issues) and others*
- *WebEOC*
  - *common-operating software to facilitate incident management*
  - *Developed so different departments within the University can see activities of various events on campus*
  - *Provides a full picture of events across campus*
- *UPitt Ready or Kualii*
  - *Software platform for business continuity*
  - *Available to all departments for free*
  - *Purpose is to keep departmental operations moving during an emergency*
  - *Looks at plans and integrated the plans – tracking conflicts*
- *RAVE/ENS/Crime Alerts*
  - *software safety app for your phone*
    - *Safety timers, List guardians, Send police tips anonymously*
- *Local/State Relations – complete list included on slides*
  - *PEMA’s task force Ex. Bomb threats – shared canine task force*
- *National Intercollegiate Mutual Aid Agreement*
  - *Other campus that may be impacted form a natural disaster – share resources*

*David Salcido asked regarding the Emergency guidelines and departmental guidelines – is there a process that looks at the overarching guidelines and departmental guidelines and reconciles them? Ted Fritz: We can review the departmental guidelines to ensure there is no conflict. David Salcido questioned if the RAVE app is available to faculty and staff? Ted Fritz: Yes. David Salcido asked of the guardian portion on the app someone you designate. Ted Fritz: Yes – that could be your designated emergency contact.*

- *Pitt Police*
  - *195 total – all campuses*
  - *Jurisdiction 500 yards of any University owned or leased facility*
  - *3<sup>rd</sup> largest department in Allegheny County*
  - *15 patrol cars, 3 unmarked cars, six bicycles, and 2 K-9 officers*
  - *Community Program Unit very busy*
  - *Officers certified by Pennsylvania*
  - *Officers then attend a 14-week additional training – Pitt-specified*
  - *Officers are in trained in sexual assault*
  - *Offer active killer response training available to faculty and staff*
  - *Crime rates trend show continual decline from 2008*

*Paul Munro inquired about the turnover rate with the officers. Ted Fritz: Our officers are in great demand because we require officers to have a 4-year degree and because of the specialized training we provide. David Salcido: Can you text the Pitt police (2121)? Ted Fritz: Pitt RAVE/guardian app offers texting.*

- *Environmental Health and Safety*
  - *26 Staff members that covers all campuses*
  - *Department Components listed (see slides for full list)*
- *Occupational Safety*
  - *Life Safety Programs*
    - *All police vehicles carry AED*
  - *Fire Safety Programs*
    - *Average of 12 fires per year*
    - *Testing sprinklers, detectors, and suppression systems*
  - *Occupational Health*
    - *Pitt's new program of ergonomics has helped with low back pain reduction*
    - *Pitt's OSHA recorded injury rates steadily declines and below the national average when compared to national average of universities*
- *Chemical Safety Programs*
- *Biological Safety Programs*
  - *Recombinant DNA protocol review*
  - *Animal Research Study*
- *EH&S Trainees*
  - *Look at the undergraduate training to carry through with them as they continue their education*

## *Construction Safety Program Review*

- *Goal is to provide the Safest Campus for the campus community and general public*
- *Objectives: Protect from harm, eliminate unmitigated safety hazards, embody a strong, active safety culture*
- *Chancellor Gallagher before he came to Pitt, as a top CEO promoted an organization that has a good safety program is well run organization.*
- *Safety hierarchy – pyramid structure that illustrates safety hierarchy*
- *Focus areas to strengthen the safety culture*
- *Facilities Management Steps to Strengthen our Culture:*
  - *Public protection – Improved Isolation of Site*
    - *Identifying and looking ahead, develop mitigation plans (close streets, pedestrian detours, etc.).*
    - *New safety barriers are a priority*
  - *Safety audits – With prompt correction and follow-up*
    - *conducting safety audits by visiting constructions sites using app on phone*
  - *Identify High risk exposures – Weekly High Risk Summary*
    - *construction update reports that list the high risk construction activities.*
    - *Helpful for example with the student tours*
  - *Safety review Committee – Oversight and Guidance*
    - *held monthly and review mishaps and trends, review safety audits, review the monthly safety talk, identify safety gaps, special topics, etc.*
  - *Fall protection – Risk Matrix and Improvements*
    - *continues as the #1 risk for contractors in the construction industry*
- *Results: over 25,500 safety audits – 60% drop in OSHA mishaps by in-house staff*
  - *Contractor mishaps – 50% below industry national average*

*David Salcido: asked if there is a formal framework when looking for incidents? Scott Bernotas: We look at the cause maps and try to find the origination source. Paul Munro: Does it make sense for someone on this team to sit on the Safety Committee? Scott Bernotas: I can share the report with committee co-chairs for review and maybe there can have a high-level discussion a few times a year.*

### 6. Announcements and New Business

All

- None

*David Salcido, Co-Chair adjourned the meeting at 3:13pm and invited the elected members to remain for the executive session.*

**Next Meeting:** *Monday, May 16, 2022 – 2:00pm (Zoom meeting)*

**Campus Utilization Planning and Safety Committee  
April 18, 2022**

***Elected Members***

David Beck – SHRS	Present
Jeanine Buchanich - GSPH	Excused
Leslie Hammond – History, A&S	Present
Viktoria Harms – German, A&S	Present
Debora Miller – SHRS - Co-Chair	Excused
Paul Munro - SCI	Present
David Salcido – Medicine – Co-Chair	Present
Christopher Todd - Law	Present
Eugene Wagner – Chemistry – A&S	Excused

***Student Representatives***

Jess Scott - GPSG	Absent
Isabel Lam – SGB	Absent
Kavita Vats - UPPSA	Present
Rose Wu – CGS	Absent

***Staff Association Council***

Doris Dick, Office of Child Development	Present
Barb Klipa, Medicine	Present

***Pro-Tem members***

Irene Frieze - Psychology, A&S	Excused
Susanna Leers - Law	Present

***Chancellor's Liaisons***

Scott Bernotas ** Vice Chancellor Facilities Management	Present
Mary Beth McGrew, Vice Chancellor Planning, Design and Real Estate	Excused
Lucy Russell, Vice Provost Office of the Provost	Present
Greg Smith, Manager, Capital Projects and Physical Resources Office of the Provost	Present
Dave DeJong** Senior Vice Chancellor Business & Operations	Excused
Paul Supowitz, Vice Chancellor Community & Governmental Relations	Present
Ted Fritz, Vice Chancellor Public Safety and Emergency Management	Present

***Senate Appointments***

Robin Kear - Senate President	Excused
Chris Bonneau - Senate Liaison	Present
Lori Molinaro – Senate Office	Excused

\*\* Primary liaison

**GUESTS:**

Susan Jones, University Times

Amy Morgan, Executive Administrator