

Environmental Health & Safety Policy Manual		
Issue Date: 11/20/2009	Updated: 4/18/2018	Policy # EHS-400.01
General Safety Committee Charter		

1.0 PURPOSE:

The committee will promote a safe and healthy workplace for all LSUHSC personnel and ensure compliance with Office of Risk Management guidance.

2.0 SCOPE:

The committee will address issues related to general safety, to include accident/incident trends, fire safety, driving safety, and laboratory/building safety. Furthermore, the committee will serve as a forum to gather information from and distribute critical safety information to the LSUHSC community.

3.0 RESPONSIBILITIES:

3.1 General Safety Committee shall:

- Report to the Executive Committee for Environmental Health and Safety.
- Review incidents involving work-related fatalities, serious injuries, and significant near misses.
- Assess accident/incident trends and direct the development of Job Safety Analyses (JSAs) if required.
- Serve as a forum to gather and address safety concerns.
- Implement new procedures and/or training requirements to improve LSUHSC's safety posture.
- Serve as a forum to keep the LSUHSC community informed of new or proposed changes to safety regulations

3.2 Executive Director, Environmental Health & Safety (EH&S) shall:

- Develop meeting agendas.
- Record and disseminate meeting minutes. Ensure they are posted on the EH&S web site.
- Provide current accident/incident trend analysis to the committee and assist with the development of JSAs that result from that trend analysis.
- Provide technical support as required.



4.0 IMPLEMENTATION

4.1 Membership

- Mr. Robert Fahey, EH&S, Chairperson
- Ms. Annette Arboneaux, Human Resources
- Chief William Joseph, University Police
- Mr. Maurice Coman, Facility Services
- Dr. Wayne Backes, School of Medicine
- Dr. Marsha Bennett, School of Nursing
- Dr. John Gallo, School of Dentistry
- Ms. Daesy Behrhorst, School of Public Health
- Dr. Jerald James, School of Allied Health Professions
- Dr. Angela Amedee, School of Graduate Studies
- Mr. James Davis, EH&S

4.2 Frequency of Meetings

The committee will meet no less than quarterly.

4.3 Minutes

Meeting minutes will include date, time, and location of meeting; attendance; report of actions taken as a result of previous meetings; and new business.

5.0 RECORDKEEPING:

Meeting minutes will be maintained by EH&S for a minimum of six years.

6.0 REFERENCES:

Office of Risk Management General Safety Program Guidance