

## Brown, Thomas R

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**From:** Brown, Thomas R  
**Sent:** Thursday, June 2, 2022 11:28 AM  
**To:** Humphrey, Michael C; Decker, Marian A; Fisher, Sherry L; Gardner, Joan M; Good, Ryan R; Kebede, Daniel G; Klotz, Linda R; Lee, Sarah F; Nance, Taryn K; Poore, Karen S; Prince, Cristin Rene; Rice, Kyle B  
**Cc:** Jordan, G Logan; Reckowsky, Constance L.  
**Subject:** Summary & Minutes from May 18th 1:00pm Meeting with REM  
**Attachments:** SafeComm ISP Audit with REM 5-18-22.docx

Hello friends,

Only seven of us were able to meet with REM's Kristi Evans & Josh Brown for our annual Integrated Safety Plan (ISP) Audit on May 18<sup>th</sup> at 1:00pm. But, that didn't deter us from having another successful meeting. *Please see the attached **Minutes**.* I remember that our absent members had become busy with work-related activities and couldn't attend at the time Kristi & Josh were able to meet with us.

Some highlights of the Audit include being told that we can return to being just the "School of Management" and the College of Agriculture's "Department of Ag Econ." Kristi updated our Certificates of Hazard Assessment (Appendix A2) and said we only need one for each of the two groups of faculty/staff. She also updated our PPE Training Form (Appendix B) and told us to return to documenting any "near-misses" we find. We were also instructed to update our Right-to-Know posters and encouraged us to become familiar with her REM website and its many safety resources.

As the meeting concluded, Kristi & Josh handed us their "findings." The **two "Deficiencies"** they listed were the mandate to *have updated Appendixes A2 & B.* (I filled in the new Forms and scanned them to Kristi & Josh that same afternoon) The **two "Improvement Goals"** they listed are "*Encourage people to turn in Near Misses to increase Near Miss Reporting*" and "*Update [Krannert] Intranet Safety Information.*"

As you come across an unsafe situation ("near-miss") that could lead to an injury, please report it to me, Mike Humphrey, or Ryan Good. If you can take a picture of it before you remedy it, that would be very helpful. If you would like to help me update our *Safety Committee's* Intranet site, please let me know.

**Thank you for your help** with the *KRAN/KCTR/RAWL/YONG 9 Safety Committee*. If you want to continue on the Committee, you are welcome to do so. But, please remember that we meet five times each school year with opportunities to help in additional ways, such as with our AEDs, *Room Safety Inspections* during Winter Break, and/or organizing safety training meetings.

Have a safe and enjoyable summer!

**Tom Brown**

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