Committee Members
Ron Holmstrom, Chairperson
Tim Hummel, VC Admin-Budget Office
Sara Tecle, Budget Office
Annie Organ, Billing & Payment Services
Susan Cook, Disbursements
Gloria Smith, Disbursements
Leticia Hernandez, Payroll
Lisa Lozano, AVC-Finance & Controller
Karen Lee, General Accounting
Cornelia Kidney, Extramural Funds Accounting
Guest, Jasan Fujii, Building Coordinator University Hall

1. New Reports or Unsafe Condition and/or Hazards:
   a.) Incidents occurred: None reported.

   Operations Emergency Updates:
   a.) Implementation of custodial and composting at Earl Warren Hall
   b.) Ergo reviews completed:
       Month of May (2)
       Month of June (5)
       Month of July (5)
       Matching funds:

       Ergo to be conducted:

   b.) Report on emergency supplies

2. EH&S Updates: None

Tang Center Updates:

CORE ESSENTIALS FOR BETTER POSTURE: Thursday, August 22, 12:10-1:30pm
Instructor: Greg Ryan 642-5549
Improve your posture through awareness and exercise. Learn about common muscular
imbalances and postural patterns. Will practice strengthening, stretching, and stability
exercises to promote healthy postures and better balance. Wear comfortable clothing.
**COMPUTER HEALTH MATTERS**: Wednesday, August 21, 8:30-9:30am
Instructor: Greg Ryan 642-5549
Learn how to set up a user-friendly workstation and practice stretches to help relieve computer-related aches and pains. This workshop or its online equivalent is required to qualify for the Computer Ergonomics Matching Funds Program.

**Computer Health Matters Online training** available anytime: 1. Log-in at [http://tinyurl.com/ucblms](http://tinyurl.com/ucblms) 2. This will take you to the UCB Learning Center 3. Type in Computer Health Matters in the Search box 4. Click on the e-course 5. Scroll down and click register 6. Click submit 7. Click start. The training takes about 40 minutes and you should complete it all at one time. Use Safari for a Mac and Internet Explorer for a PC.

**KEYBOARDS & MICE: ERGONOMIC ALTERNATIVES**: Wednesday, August 21, 9:45am – 10:45am
Instructor: Greg Ryan 642-5549
Learn about the ergonomics of keyboards and pointing devices, including safer workstation set-up, postures, and techniques for using them. Find out about the keyboards and pointing devices covered by the Computer Ergonomics Matching Funds Program.

Enroll on line at the UC Berkeley Learning Center at [http://blu.berkeley.edu](http://blu.berkeley.edu).

4. Action Items:
   a) Schedule next safety meeting: Thursday or Friday October 24/25, 9am-10am
   b.) Emergency supplies

5. Review of Previous Reports:
   a) University Hall building plan is in the process of being updated by School of Public Health because of staff and department changes at U-Hall. Officially is complete but not published.

   b) Training: Suggestions Hands on Fire Extinguisher or Ergo Training