

Safety Committee Minutes
April 20, 2016
1:00 – 3:00 pm
Building 16, Room 211

Attendees:

Joan Aschim – Public Information Officer
 Dawn Barth – Emergency and Risk Management Coordinator
 Barbara Dumbleton- Chair. Classified Representative
 Elaine Eiler-Mough- Classified Representative
 Jennifer Hayward – Facilities Management Planning
 Kevin Lewis-Faculty Representative, Chemical Hygiene Officer
 Jennie Lynn Scott-Classified Representative
 Wendy Simmons- Wellness Coordinator
 Jace Smith – Director of Public Safety and Emergency Manager

Guest: Bryan Bennette –SAIF Corporation

1. Approval of Minutes

March minutes approved

2 Announcements

- Smith reported Public Safety is hosting a drug take back and food drive on April 30 from 10:00:-2:00. Aschim will advertise the even on the college facebook page.
- Hayward reported that the college has received a seismic grant for building 18. It will be retrofitted for seismic rehabilitation. Work will be completed during summer and fall.

1. Scott reported that the decorative wood wall in Center has nails sticking out of it that could be a hazard.

3. Action Items

WHAT	WHO	BY WHEN	STATUS
Alleyway egress blocked by City construction vehicles	Smith/Richardson		City owns alleyway and trucks have permits. It is suggested that we put up signs asking to not block egress.
S3 safety training	Daniel		Need more processing. Daniel working with Stone. Could be due to more unsupervised responsibility than in the past.
Losse cover on shut off valve outside 16	FMP		

4. Issues and Concerns

- Barth reported a concern from the library staff regarding the type of chairs purchased. Many have reported near misses with the wheels moving under them. FMP has new casters on order to fix the problem.

- There is a loose cover on water shut off valve outside building 16. FMP will clear it up.
- Barth reports that a plan is in place to fix the bridge near the learning garden to make it usable for students. Work will be completed over the summer.
- It was reported that communication could have been better during the FBI training drill that happened during spring break. Smith reported that the FBI was not effective in communicating with us.

5. Turkey Statement

- Dumbleton has prepared a statement to be published in the Lane Weekly to remind people to not feed the turkeys. Statement has been reviewed by committee members for suggestions.

6. SDS Software

- Hayward reported on new chemical recording software. We still have some gaps.
- Trainings need to happen.
- We need to have documentation of who has completed training, and a consequence for departments not doing it.
- Hayward says that departments have already been notifying her with names of representatives.
- It was noted that individual books housed in the custodial closets need to be updated as well.

5. ACCIDENT/INCIDENT REPORTS

MARCH 2016 MONTHLY ACCIDENT REPORT SUMMARY

Safety Log #	Date	Department Name	Dept Org	OSHA Log	Accident/Incident	Location	Injury	Countermeasures	Follow up	Completed?
FY16-45	3/14/16	IT	330100	2016-4	Slip/Trip/Fall chair fell from behind employee; employee fell to the ground	Center building, Library, Computer Lab	Contusion to left buttock; ischial tuberosity	Chair rollers may not be appropriate for non-carpeted areas	Thad Cowdin with IT	check in on 4/8/16
FY16-46	4/3/16	ESL	507001	2016-5	Slip/Trip/Fall Employee tripped on broken concrete sidewalk	501 E Pratt St, Baltimore MD 21202	Fractured left shoulder	None	None needed	N/A
FY16-47	4/12/16	Library Cooperative Education-Dental Assisting	525001		Cut/Puncture/Scrape Cut finger while operating a box tape dispenser	Archives Room, Old DTC campus	Index finger	Workstudy students should be monitored more closely; reminded about sharp tools	Done	done
FY16-48	4/11/16	Library Cooperative Education-Dental Assisting	661001	2016-6	Exposure Removing a burr from doctor's hand-piece, finger slipped and poked left index finger	388 High St, Eugene OR 97401	Blood bourne pathogen exposure	Retraining on safety protocols	Leslie Greer	done
FY16-49	4/6/16	Library Cooperative Education-Dental Assisting	661001	2016-7	Exposure Taking apart a syringe for sterilization when cap protecting fell off; poked index finger on syringe	1310 Coburg Rd, #2, Eugene OR 97401	Needlestck	Retraining on safety protocols	Leslie Greer	done
FY16-50	4/5/16	Library Cooperative Education-Dental Assisting	661001	2016-8	Exposure Assisting on a surgical procedure; reaching for instrument at same time as doctor placed syringes on table	4750 Village Plaza Loop, Ste 102, Eugene OR 97401	Needlestck	Retraining on safety protocols	Leslie Greer	done