

## Safety Committee Minutes

August 16, 2017

1:00 – 2:00 pm

Building 16, Room 211

### Attendees:

Barbara Dumbleton- Chair. Classified Representative  
Dawn Barth, Emergency and Risk Management Coordinator  
Amanda Blunt, Human Resources  
Jennifer Hayward – Directors of Facilities  
Jace Smith – Director of Public Safety

### Approval of Minutes

July Minutes approved

### 2. Announcements

- All campus evacuation drill happening on 9/18 at 2:00
- Blunt announced they are placing more emphasis on safety in the new employee orientations.
- Smith announced a free self defense training being conducted at the Mary Spilde Center hosted by Public Safety.
- Blunt announced the employee benefit fair happening on October 16<sup>th</sup>.

3. Action Items			
WHAT	WHO	BY WHEN	STATUS
Eye wash stations needed to be “run” once a week to insure they are functioning properly	Barbara is doing Science Nancy will do Food service Other departments?	On going	Need to identify other eye wash stations and see who is doing the test.
Grease Dumpster needs to be moved. Grease is being tracked across FS dock making it slippery	Mark and Nancy	On going	Mark will meet with Nancy to suggest the best place to put the dumpster. Sims can provide resource for buckets to carry grease
Can Health Clinic have a self serve bucket of bandaids available for students.	Daniel		
Is CML spraying insecticide in Vans?	Daniel		

### **ACCIDENT/INCIDENT REPORTS**

FY18-10	AdTech	Back injury	Blunt will follow up
FY18-11	HP Dental	Trip/scrapes	Advise no running on sidewalk

### **Future Agenda Items**

- Place safety announcements in weekly, add a link to past meeting minutes. Encourage campus staff to report accidents, suggestions, etc. Marleena suggested linking safety concerns, suggestion to various on- line sites. How can we share safety issues using the “cloud”
- Possible safety suggestion boxes.
- Reviewing safety plans, evacuation routes, spill response, training.
- Review safety check lists, letter the Brian Kelly.

Next safety meeting May 17th.