

Safety Committee Minutes

January 18,2017

1:00 – 3:00 pm

Building 16, Room 211

Attendees:

Dawn Barth, Emergency and Risk Management Coordinator

Barbara Dumbleton- Chair. Classified Representative

Kevin Lewis, Chemical Hygiene Officer

Nancy Schwoerer- Classified Representative

Jennie Lynn Scott-Classified Representative

Wendy Simmons- Wellness Coordinator

Jace Smith – Director of Public Safety and Emergency Manager

Guest: Brian Burnett – SAIF corporation

1. Approval of Minutes

October Minutes approved

2 Announcements

- Smith reported that a HazMat drill will be conducted the first week of March. It will be in building 7. It will involve local fire, CCERT, HazMat team, actors etc.
- Smith reported an FBI training will be held in July in building 12. It will be the 12th, 13th and 14th. It will involve responders from Eugene, Springfield, Lane County, and OSP.
- Smith reported that fire drills have been happening per schedule. All LCC locations are involved.
- Simmons shared that the Health and Well being fair will be on Tuesday the 31st. There will be some great vendors there and great stuff.
- Barth reported that LaneAlert worked well during the weather challenges we had in December and early January. There were some reported delays in messages being received but those are attributed to individual phone providers. This can be improved if people use the Alert Sense app. This allows messages to come as PUSH message which come much more quickly. We will be working to get that message out and encourage folks to sign up for the app.
- Smith attended a training for learning to assess buildings after an earthquake. It was a very helpful training and would improve situations on campus following an earthquake and suggests that more people get the training.

3. Action Items

WHAT	WHO	BY WHEN	STATUS
Student activities; use of facilities, proper safety measures. Need a guideline from Student Life about what students are told about using the different spaces around campus, does event need PS presence? Does event require FMP?	FMP	On going	Need to contact Tina Lymath and see if she is aware of procedures and safety issues that may come up
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?		
Bridge by Learning Garden needs to be evaluated and repairs or upgrade as needed	FMP Mark	On going	Mark reports that an engineer report is due at any time.
Signs needed for icy conditions on campus to inform of black ice.	Barbara		

4. ACCIDENT/INCIDENT REPORTS

No reports this month

5. 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.
- Building inspections. Safety committee currently does not receive any information about safety issue. How does the committee want to review this process?
- Reviewing safety plans, evacuation routes, spill response, training.

Next safety meeting February 15th.

