

LCC Safety Committee
Meeting Minutes, January 15, 2020
1:00 – 3:00 PM LCC30/114

Attendees:

Amanda Blunt - Human Resources
Grady O'Connor - Faculty Representative
Dawn Barth - Emergency and Risk Management Coordinator
Shane Turner - Human Resources
JenniLynn Scott - Classified Representative
Mark Richardson - Management Representative
Luis Maggiori - Classified Representative
Lisa Rupp - Management Representative
Chris Hanneson - Classified Representative
Wendy Simmons - Employee Wellness Coordinator
Brian Burnett - SAIF
Marleena Pearson - Chair, Classified Representative

1. **Approval of Minutes** - December minutes approved

2. **Announcements** -

- Kits are on campus in the AED kit; Purchased additional that will be stored in Boardroom FMP Athletic Trainer Longhouse - no AED Cabinet; Building 4 will have bigger kits to be with Public Safety - 3 to be mobile for onsite assistance; building our own with what we want; some of the kits are on backorder.
 - Need creative people to have some sort of vinyl stickers to put them on the cases to indicate the presence of the bleed kit. Potential names:
 - Bleed Kit
 - Trauma Kit - leaning towards this
- Marleena - has packets for the people who participated in the Stop the Bleed training if you didn't get one at the end
- Marleena - Life flight is coming for an exercise with - CERT, Sars and paramedic students
- Jennilyn - Almost all of the modulars are out
- Mark Richardson - Complaints about trip hazards on the bark trail; he is going to talk to Lisa about it; maybe talk to landscaping about larger rocks; Grady expressed that there are some pinch points that would make it cumbersome for certain events; He would be hesitant to put any barrier there; Mark - Ok; Grady - some of the bark is impacted by the rain runoff; Mark - May look into that
- Jennilyn - problem with plumbing faculty parking in the wrong area at the loading dock

3. **Concerns** -

- Amanda - electronic scoreboard panel is loose on the side
- Grady - Faculty council wants a report out; they have been coached about concerns; there was a slip accident; up by child care and it was a result of the ice; holding 3 year old; another ee fell and was bleeding; provided first aid care; Fac was wondering about procedures with facilities; Shane - emphasize with the employee to give an incident report to Dawn, but didn't want to disclose who fell; Brian B - on the incident report; how do we keep that from happening again; Shane - sent the report to Jennifer H to give that area more attention given that it is a higher elevation; and sent it since he got the email; Mark - knows where the spots are but it is not always the same spot each time; thinks it probably got missed; Dawn - sandwich boards were out yesterday? Mark - Yes; Brian B - is not giving a name an option? Shane - says he can't force him, but will educate them on residual impact; This refusal may be a first for the college; Brian B - What's the policy; Shane - not sure, he is also balancing the severity of the injury and how far to push; Brian B - is there a policy? Maybe it needs to be updated? Dawn - It is an initiative to get managers to remind people about safety; we should have 2 reports for the incident and the accident; hopes conversation with Leadership will help; Have to find away to people report after the first incident not the fifth; Mark - old days people felt that it was 3 strikes and you are fired so people didn't report out of fear

- Chris - gravel parking lot 1 by building 19 and it had a bunch of nails; they put a work order in; Mark says the need to run a magnet over it again
- Mark - when do you fill out an 801 form; Dawn - right away; Mark - he refused and then came back; Dawn says that's when you fill it out; Shane - the employee fills it out; Mark - it's done, but not signed because the ee has not come back yet; Brian B - for reporting purposes, fill out the accident report which will have most of the info for the 801

4. Accident/ Incident reports -

- Recycling area; to recycle a chain-link fence; aggravated back went to care
 - Brian says if there are others doing this work how do you report out
 - Mark says Lane does a follow up with the team regarding the process
 - Brian is should be documented
 - Mark will follow up
- Tripped and fell backward hit head, while cutting berry bushes back
 - a. Mark had it taken out
- SSS - Ladies restroom and banged hand on the counter; they were following procedures; purely an accident
- SSS - Printshop; back pinch; renewal of proper lifting techniques
- Smashed left foot by a cabinet getting dropped on it

5. Training & Discussion Items

- Safety in motion - Is there an update (Dawn) it is easier now for conducting the training; need to come up with something for the SSS people; Maybe Dawn and Wendy ca come up with something; Brian B will come and bring everything