

**Safety Committee Minutes**

**July 19, 2017**

**1:00 – 3:00 pm**

**Building 16, Room 211**

**Attendees:**

Barbara Dumbleton- Chair. Classified Representative  
Joan Aschim, Public Information Officer  
Dawn Barth, Emergency and Risk Management Coordinator  
Amanda Blunt, Human Resources  
Kevin Lewis, Chemical Hygiene Officer  
Marleena Pearson, Classified Representative  
Jennie Lynn Scott-Classified Representative  
Jace Smith – Director of Public Safety  
Mike Sims - FMP

**Approval of Minutes**

May Minutes approved

**2. Announcements**

- Smith reported on the FBI training 7/13 to 7/16. Overall successful drill. 28 officers participated. Classroom and two different drills.

<b>3. Action Items</b>			
<b>WHAT</b>	<b>WHO</b>	<b>BY WHEN</b>	<b>STATUS</b>
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.
Food Services dock very slippery when wet			Mark says that “pan” will be put in place to divert rain water that is seeping
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		

<b>3. Action Items</b>			
<b>WHAT</b>	<b>WHO</b>	<b>BY WHEN</b>	<b>STATUS</b>
Is CML spraying insecticide in Vans?	Daniel		

### Issues and Concerns

1. Scott had concerns about biohazard bags in science trashcans. Process is that once items have been cleared they go in the trash. Bags indicate that they are clean. If not able to be done through this process, they are locked up and incinerated.
2. Person reported an employee had concerns about an aggressive turkey. However, it was decided it was misunderstanding.

### ACCIDENT/INCIDENT REPORTS

FY 18-1	FMP	Near Miss	Retraining completed
FY18--2	Grounds	Corneal Abrasion	Be aware of surroundings
FY18--3	S3	Back Strain	Counter Measures in Place
FY18 -4	S3	Cut finger	Gloves needed. Retraining
FY18-5	Florence	Knee Carpet burn	Counter Measures in place
FY18-6	Custodial	Wrist	Ergo assessment done
FY18-7	Counseling	Neck	Ergo Assessment done
FY18-8	FMP	Cut finger	Gloves needed
FY18-9	CML	Spider Bite	Daniel will Follow up

### 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.