

Safety Committee Minutes

May 18, 2016

1:00 – 3:00 PM

Building 16, Room 211

Attendees:

Barbara Dumbleton- Chair. Classified Representative
Jennifer Hayward – Facilities Management Planning
Kevin Lewis-Faculty Representative, Chemical Hygiene Officer
Mark Richardson – Facilities Management and Planning
Nancy Schwoerer – Classified Representative
Jennie Lynn Scott-Classified Representative
Mike Sims – Facilities Management and Planning

Approval of Minutes

April 2016 minutes approved

Announcements

- The handrails on the west side of Bld 18 will be removed and replaced starting the end of June. FMP is working to prioritize handrail replacement and set aside \$100,000 per year for this work.
- Hayward attended an Emergency Response Conference for community colleges to identify best practices and to develop requests for needed funding from the state. Discussion in our meeting included the need to update or provide maps in classrooms, place room # on inside of rooms, and clearly label doors to indicate if they are exits or not.

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.
Remove old decals from motorpool vans	FMP		Decals are obstructing view and cause safety hazard

Employee issues and concerns

- Alleyway egress behind DCA has quite a bit of broken glass, the city is responsible for that area.
- Decals on motorpool vans are old and no longer transparent, causing safety issues.
- A student came to Science with a significant abrasion on his leg, he said he had gone to the health clinic and told he would have to make an appointment to be seen, he left without being helped and came to science for bandages. (this is from the student's point of view). What is the protocol in the Health Clinic for this kind of situation?

Accident/ Incident reports

No accident reports

Utility cart procedure: The utility cart policy and procedures were revised by Facilities Council earlier this year. There have been numerous incidents reported to the safety committee of near misses, or other un-safe driving conditions related to the utility carts.

The Safety Committee has agreed a written recommendation should go to Facilities Council to encourage the college to adopt the utility cart policy and procedures document college wide. This would include insuring all drivers have had the proper documented training. The committee also recommends that all utility carts have clear and unique numbers to identify them to a particular department or division.

Hazard Communication Plan: Hayward shared the revised Hazard Communication Plan and the plan for training Departmental SDS Coordinators. The first trainings takes place this week. Concerns were expressed about some of the chemicals being used by S3 workers and it was agreed that the proper choice and handling of cleaning chemicals should be a part of the training recommended for S3. Nancy Schwoerer will be the SDS Coordinator for both the foodservice area and the culinary programs in Bld 19.

Next Safety Meeting: Wed. June 8, 2016 . Note this is the second Wed.!

Future Agenda Items

1. Bloodborne Pathogen Plan review
2. Environmental Health & Safety
3. IEQ updates
4. Safety in Motion: Winter 2016?