

Safety Committee Minutes

November 13, 2019 - 1:00 – 3:00 pm - Building 10, Room 110

Attendees:

Amanda Blunt – Human Resources

Joe Bowles – Chemical Hygiene

Christopher Hanneson – Public Safety

Jennifer Hayward – Facilities Management and Planning

Luis Maggiori – Sustainability

Grady O'Connor – Faculty Representative

Marleena Pearson – Safety Committee Chair

Carly Policha – Faculty Representative, Health Clinic

Shane Turner – Chief Human Resources Officer

1. Approval of Minutes

October Minutes Approved

2. Announcements

- Jennifer created a spreadsheet for tracking Action Items on the Safety Committee Google Drive. Her and Mark can update with notes, and we can check status when they are not available to attend meetings.
- Marleena has reserved 4/106 for future meetings. This should allow us to view media easier and give us capability to video conference with distance locations.

3. Benefits Fair - Recap

- Joe gave a quick recap of how the table went at the benefits fair. Joe and JennieLynn were able to engage with a lot of people, give away prizes, and educate. Did not have name of drawing winner to share.

4. Facility Council Questions

- Jennifer updated Facility Council on Safety Committee Activities, and they would like some feedback from Safety Committee on AEDs on campus, including training, placement, and quantity. Tabled for December when Dawn could attend.
- Raised questions regarding New Employee Safety Orientation and Evacu-Trac, which were added to the December meeting agenda.

5. Accident Reports

FY20-13	Library	Smashed thumb moving shelf	More training and reminders on procedure
FY20-12	Library	Hurt arm while smashing trash	Ordered chairs with stoppers (Shane to loop back)
FY20-11	Fitness Cen	Bee sting on back	N/A
FY20-14	S3	Pinched nerve moving boxes	Review safe lifting procedure

6. Action Items			
WHAT	WHO	BY WHEN	STATUS
Need to improved lighting near greenhouse	Hayward		Could we put lights on custodial carts for safety?
Lose tiles on the 16 balcony	Richardson		Completed - WO129123
Walk of mat in lobby of 30 may not be long enough	Hayward		Completed – meets standards
Lot B sign height – Employee injured – check to see if proper height	Hayward		Some sign heights not to code, working to fix. WO 129428
Floor outlet covers in bldg. 1	Hayward		Completed – installed new covers

Next meeting December 11, 2019.