

Safety Committee Minutes

October 17, 2017

1:00 – 2:00 pm

Building 16, Room 211

Attendees:

Barbara Dumbleton- Chair. Classified Representative
Dawn Barth, Emergency and Risk Management Coordinator
Amanda Blunt, Human Resources
Jennifer Hayward – Directors of Facilities
Jace Smith – Director of Public Safety
Wendy Simmons – Employee Wellness Coordinator
Jennielynn Scott – Classified Representative
Kevin Lewis – Chemical Hygiene officer
Marleena Pearson – Classified Representative

Approval of Minutes

August Minutes approved

2. Announcements

- Great shakeout drill tomorrow, 10/19 at 10:19 and again at 7:19 pm.
- The employee benefit fair was held on Monday and was very successful.

3. Issue and Concerns

- Pearson shared a concern regarding the vendors who have set up in the front of campus. Is there a reason for the move? It was felt a safety issue with the small sidewalk. Shoppers block the sidewalk from those that need to use it.
- Barth will follow up.

4. Action Items			
WHAT	WHO	BY WHEN	STATUS
Eye wash stations needed to be "run" once a week to insure they are functioning properly	Hayward	On going	Need to identify other eye wash stations and see who is doing the test.
Can Health Clinic have a self serve bucket of bandaids available for students.	Daniel		
Is CML spraying insecticide in	Daniel		

4. Action Items			
WHAT	WHO	BY WHEN	STATUS
Vans?			
Vendors in front of campus blocking sidewalk.	Barth will talk with Tina Lymath		Was a trial area. If she has them there again she will have them set up back from the sidewalk.
Fall protection training for group. Check with OSHA for possible November meeting	Hayward		

ACCIDENT/INCIDENT REPORTS

FY18-12	ECE	Foot	Blunt will follow up
FY18-11	HP Dental	Trip/scrapes	Advise no running on sidewalk

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 Nov 15