

Safety Committee Minutes

October 16,2019

1:00 – 3:00 pm

Building 10, Room 110

Attendees:

Dawn Barth – Emergency and Risk Management Coordinator

Amanda Blunt – Human Resources

Joe Bowles – Chemical Hygiene

Jennifer Hayward – Facilities Management and Planning

Grady O’Connor – Faculty Representative

Marleena Pearson – Safety Committee Chair

Lisa Rupp – Interim Director of Public Safety

JennieLynn Scott – Classified Representative

Shane Turner– Chief Human Resources Officer

1.Approval of Minutes

September Minutes Approved

2. Announcements

- Meeting location will be changing to a better smart room. Pearson will schedule and notify the committee.
- Great Oregon Shakeout will be held on October 17th at 10:17 pm.

3. Bleeding Control Kits Update

- Authorization has been given to purchase kits that will be stored in the AED cabinets around campus. Barth is working on finding the best vendors to purchase.
- Emergency Planning Team will be trained on November 4th. Safety committee could also be trained.

4. Benefits Fair

- Committee decided to do the question game similar to what we did last year.
- All that answer a question will get a prize and then get in drawing for bigger prizes.
- Barth will contact vendors on campus to get prizes donated.
- Fair in November 5th from 12-4. Barth can be there from 12-2, Scott will be there 12-4, O’Connor will go 2-4, Bowles will go as needed.

5. Accident Reports

FY20-06	Library	Hit head with object		Replaced Item
FY20-03	Dental Clinic	Eyewash not working		Moved eyewash
FY20-06.1	Bldg 30	Slipped on wet floor -knee	C	heck walk off mat
FY20-09	CFE	Twist knee - supervising		No follow up needed
FY20-07	S3	Carrying heavy item - back		Re-educated on lifting
FY20-01	Library	Chair slipped- hurt elbow		New chair purchased
FY20-04	S3	Walked in to sign - laceration		Check sign height
FY20-05	S3	Tripped with hand truck-Knee		Retraining
FY20-08	CFE	Lifting/Reaching Spilled water		Label items on shelves
FY20-10	S3	Cut hand in between objects		Be more aware of hazard
FY20-02	Bldg 1	Cut hand on floor outlet cover		Work order to fix the cover

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		
Walk of mat in lobby of 30 may not be long enough	Hayward		
Lot B sign height – Employee injured – check to see if proper height	Hayward		Work order in to correct
Floor outlet covers in bldg. 1	Hayward		

Next meeting November 13,2019.