

Safety Committee Minutes
September 21, 2016
1:00 – 3:00 pm
Building 16, Room 211

Attendees:

Dawn Barth – Emergency and Risk Management Coordinator
 Barbara Dumbleton- Chair. Classified Representative
 Elaine Eiler-Mough – Downtown Academic Campus
 Jennifer Hayward – Facilities Management Planning
 Don Hein – Management Representative KLCC
 Kevin Lewis – Chemical Hygiene Officer
 Jennie Lynn Scott-Classified Representative
 Wendy Simmons- Wellness Coordinator
 Mike Sims – Recycling coordinator

1. Approval of Minutes

June minutes approved

2 Announcements

- Public Safety is hosting a drug takeback event on 10-22 from 10:00 to 2:00
 Committee wondered if we could hold an event on the 21st for employees. Many would use the service but not on campus on Saturday. Barth will ask Chief Smith.
- Lane will participate in the Great Shakeout drill on October 20th at 10:20am.
- Safe Colleges training is in full swing and being used for mandatory Title IX training. We hope this will open the door for other mandatory trainings in the future.
- Kudos to the CERT’s on campus who responded to center building incident and worked to maintain the safety perimeter of the building.

3. Action Items

WHAT	WHO	BY WHEN	STATUS
S3 safety training	Daniel		Need more processing. Daniel working with Stone. Could be due to more unsupervised responsibility than in the past.
Public Safety Keys to bldgs if card readers don't work	Barth	Next meeting	
Add on campus date for drug take back.	Barth	Next meeting	
Public Safety phone not being answered after hours	Barth	Next meeting	

4. Issues and Concerns

- Scott reported that this week the building key cards were not working and the custodians were told that public safety does not have keys to get in the building if an emergency happened and they needed assistance. Barth and Hayward countered that this did not seem to be accurate information and Barth agreed to follow up with Public Safety.
- Scott reported that it appears that there is a problem with public safety after hours phones. An incident happened and several people called without getting an answer from the PS department. Phones are not forwarding properly.
- LaneAlert message was sent out regarding Center equipment malfunction and had issues with the email portion of the messaging. Barth is following up.
- Eiler-Mough still concerned about DTA fire evacuation for persons with disability.

5. ACCIDENT/INCIDENT REPORTS

FY17-1	FMP	Strain Shoulder	Safety training being developed
FY17-2	CG	Bee Sting	Evaluation to see if nest can be removed
FY17-3	CAR	Left knee bruise	Be more aware of surroundings
FY17-4	SSS	No injury	Be aware of surrounding.