

Safety Committee

April 17, 2013

1:00 – 3:00 pm

Building 16

Attending:

Barbara Dumbleton- Classified Representative

Don Hein – Management Representative

Marie Sagaberd – Classified Representative

Nancy Schwoerer – Classified Representative

Wendy Simmons – Employee Wellness Coordinator

David Willis – Director of Facilities Management and Planning

Jyoti Naik- Campus Architect

Darcy Dillon- Human Resources Manager

Mark Richardson- Facilities Management

Jace Smith- Chief, LCC Public Safety

Marlena Preasone

February minutes approved

Announcements

Frank Drenagcz is no longer at Lane, Mark Richardson is the temporary grounds manager

Barbara has been asked to help develop and participate in a day of safety classes on April 26, 2013.

Dave Willis announced that the custodial staff has gone over 200 days/50, 000 hours without accidents-

Congratulations! This is a great example of how constant and consistent safety training is paying off.

Accidents/incidents in FMP overall are down.

April 27, 10 am- 2 pm Lane Take Back the Drugs, any prescription/OTC drugs that people want to dispose of can be dropped off.

Issues and Concerns

Wendy Simmons has talked to Jim Salt about having a faculty member join the safety committee. Sharon Kimble or Marie Goode may be asked by Jim. Wendy would still like to see someone from the health clinic be on the safety committee, currently no one is interested.

Car thefts and recovery of stolen vehicles on campus has become a greater concern. Public safety continues to monitor the situation and sends out emails to keep staff/students informed.

Nancy mentioned that tall grass is concealing several fire hydrants around campus. Nancy will email Mark Richardson about the locations.

Accident and Incident Reports

001-Student Life.

Noted on report that SAIF was called to review accident, but Dale Knight says that did not happen. Needs follow up.

117-Dance Department

No action required. Suggested however that instructor should look for ways to have an assistant demonstrate moves.

118-International Program

Fall on stairs. Recommend that facilities take a look at stair case for any safety issues. *Dale spoke of the correct way to walk down stairs, placing body at a 30 degree angle to the handrail and placing hand on the underneath side of rail if possible.

119- Family Connections

Person using a chair to stand on. Mark Richardson says any step stools and/or ladders should not be aluminum as these are conduits for electricity. Mark will email FC to inform them of the correct type of step stool/ladder to purchase.

120- Co-op

Student injured by backhoe. Would like to know if there was any safety gear worn by injured person. No action needed.

121- IT

Fall down stairs. No action needed

New Business

Dennis Carr congratulated the custodial crew for their great safety record of no accidents in over 50,000 working hours.

Dennis handed out a Safety Strategic Direction summary of actions in 2012-2014. College is making great strides in addressing safety issues/concerns here at Lane. This continues to be an ongoing process.

College needs to find a Chemical Hygiene Officer (CHO) required by OSHA. Dennis asked the committee if there were any recommendations.

Training

*Dale Knight SAIF Corporation- spoke briefly on how to walk down stairs safely.

Future Agenda Items:

1. Hazard worksheet review
2. IEQ updates
3. Safety in motion- 4 modules
4. Infrastructure concerns
5. Strategic Directions

ACTION ITEMS

Safety Issue	Corrective Action	Due Date	Person Responsible	Completed Date
Safety committee needs one faculty member.	Contact Jim Salt to ask for appointment of 2 faculty reps.	November 09	Dumbleton	Still Looking for 2.
Outside vendors using our campus without knowledge of safety practices	Provide information at the time of scheduling		Bates will follow up at the Deans Meeting Alen Bahret working on a link of documents. Committee will make recommendation on content Sub-group of Bates, Barth and Smith will work on this.	On-going

Update Safety Hazard Verify realistic time
Correction sheet lines and process

Willis

Update Safety Charter

Dumbleton