

Safety Committee
August 11, 2010
1:00 – 3:00 pm
Building 16, 211

Attending:

Joan Aschim, PIO, Management Representative
Dawn Marie Barth, Emergency and Risk Management Analyst
Rodger Bates, Management Representative
Ruth Bichsel, Faculty Representative
Barbara Dumbleton, Classified Representative

Dale Knight, SAIF Representative

Minutes:

1. Minutes from June meeting.

Approved

2. Review of Action Items

See action item list.

3. Issues and Concerns

- Bates shared concern that we have a lack of follow through in items. The line of communication is not clear and we are left wondering what the status is of projects. He cited the auto body paint area as an example. We are still unclear on that status of the project and the safety concerns.
- Dumbleton will request an update from Angela Fazio, Paul Croker and Dave Willis.
- Bates will draft a memo to send to appropriate parties regarding improved hazards communication.
- Alarms in buildings 4 and 5 should ring together since they share walls. Bates reports that this doesn't appear to be the case. Barth will follow up with Mark Richardson.

4. Accident and Incident Reports

- KLCC – recommend using hand rail and turning toward rail when using stairs.
- PS – Follow up to find out if Hazcom training has been done. What PPE is being provided? Training?
- Disability Resources – Correction in place. Workstation changed
- IT – Counter measures in place
- CNA- Train employees to look for better lighting, possibly carry a flashlight.
- Construction – Counter measures in place
- HR – Counter measures in place
- FMP – Counter measures in place
- .
- March 23 OSHA inspector started investigation. Suggested that autoclaves could be the problem.
- Will give updates as they become available.

5. Proposal to change meeting to the 3rd Wednesday of the month

- Some committee members have reported schedule conflicts with current meeting schedule.
- Barth will check room availability to move the date.
- Dumbleton will email committee members to verify the new dates.

6. Future Agenda Items:

1. Hazard worksheet review and possible re-development
2. Review FMP safety work orders and prioritize.
3. Developing a culture of safety on campus
4. Ensuring that quarterly building inspections take place.
5. Handrails
6. Map to track incidents/accidents- GIS
7. 801's and Incident/Accident Forms
8. Public safety staffing
9. Brainstorm session
10. Website updates

ACTION ITEMS

| Safety Issue | Corrective Action | Due Date | Person Responsible | Completed Date |
|--|---|-----------------|---------------------------|---|
| Safety training requirements are not well understood or documented. | Send safety training matrix to managers and post of safety committee webpage. | 8/13/09 | Barth | |
| Safety committee needs one faculty member. | Contact Jim Salt to ask for appointment of 2 faculty reps. | November 09 | Dumbleton | Still Looking for 1. Ruth Bicschel joined committee |
| Health concerns in Auto Body/Auto Paint: Hayward reported that another employee told her about 2 potentially unsafe practices in Building 12, the Auto Body/Auto Paint area. a. People spraying primer in the Auto Body area (not in the spray booth). The people spraying the primer are wearing respirators, but there are other people around in the vicinity that do not have any respiratory protection. b. People welding not under fume hoods. No special ventilation for the welding. | Follow up with the Dean of Advanced Technology, Paul Croker, to discuss whether these are safety issues. Installing new system what will function automatically. -Will request that we bring in OSHA to consult when new paint booths are done. | November 2009 | Bates/Hayward | Email sent to FMP 1-14-10. Waiting for reply when completed. Bates will resend. Angela Fazio is working on this. Dumbleton sending a memo to follow up. |
| Concern about safety of hazardous waste disposal procedures. | Draft a hazardous waste disposal procedure for Safety Committee review. | January 2010 | Hayward | |
| New employee safety training needed. | Review Pam Farmers new employee training document | May | Barth and Brew | |
| Alarms in Buildings 4 and 5 do | Follow up with Mark | September | Barth | |

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|-----------------------|--------------------------|-----------------|---------------------------|-----------------------|
| not seem to be linked | Richardson upgrde. | | | |