

Safety Committee Meeting
January 17, 2006
3:00 – 5:00 pm
Building 16, Room 211

Attending:

Dawn Barth, Health and Safety Project Specialist
Rodger Bates, Management Representative
Susie Cousar, Faculty Representative
Barbara Dumbleton, Classified Representative
Mary Glenn, Human Resources
Jennifer Hayward, Environmental Specialist
Don Hein, Management Representative
James McConkey, Classified Representative
Nadine Wilkes, Faculty Representative

Observer:

Karol Rourke,

Minutes:

1. SAIF training was rescheduled due to flooding on campus.

2. Policy and Charter

The safety charter was approved. Any additional feedback can be referred to Hayward if needed.

Hayward opened discussion on policy. Changes need to be made to improve verbiage and strength of statement. Several suggestions were made by members present. Hayward will revise with suggested changes and distribute it via email for member review.

3. Updates from Project Specialist

Barth reported that the website updates have been made. Members will review the website and provide her with additional suggestions for improvement. Safety Committee mailbox is in place and Barth, Dumbleton and Hayward all have access. Meeting minutes for the past year will be posted within the week.

Wellness fair booth is ready to go. Emphasis will be placed on Personal preparedness. American Red Cross will be attending also to supplement LCC booth.

Red Emergency phones- most have been checked. Many of them are not functioning. Barth will be working with Virginia Brady to get repairs made on those that need to be fixed. Committee can also discuss moving phones to other locations if the location can be wired for a phone.

4. Review of Safety Items

- It was discussed that we need a more clear procedure for reporting safety hazards and recommendations.

- Cousar reported seeing people cleaning gutters on the roof without using harnesses. The workers were working close to the edge.
- Kudos were given to Mike for getting the handrail in Family and Health Careers fixed.
- Several high priority safety items are still showing on the pending list.
 1. Zip ties around light cage in Main Gym
 2. Lights out on the North end stairwell in building 5.
 3. Childcare shelves need fastening.
 4. Women's program tripping hazard in the doorway.

5. Suggestions and Concerns

A motion was made by Cousar and seconded by Dumbleton.

Safety committee should make a recommendation to the Vice President to make the Director of Health and Safety a full time position at the college.

Cousar will prepare a draft proposal before the next meeting. Requested an agenda item for next meeting to discuss rationale and begin a written proposal.

6. Future Agenda Items

- Further discussion on above motion
- Approval of revised policy
- More clear procedure for reporting safety hazards.
- Review of updated safety items list from Mike Ruiz

Next meeting: February 21, 2006, Building 16, Room 211

Minutes submitted by: Dawn Barth, 2/8/06