

## **Safety Committee Minutes**

**June 10, 2015**

**1:00 – 3:00 pm**

**Building 16, Room 211**

### **Attendees:**

Joan Aschim – Public Information Officer

Dawn Barth – Emergency and Risk Management Coordinator

Barbara Dumbleton- Chair. Classified Representative

Kevin Lewis – Faculty Representative, Chemical Hygiene Officer

Marleena Pearson – Health Professions Division

Wendy Simmons – Employee Wellness Coordinator

Karen Louise White – Faculty Representative

### **1. Approval of Minutes**

May minutes approved.

### **2. Review of current and future agenda items**

No meeting will be held in July to accommodate building safety inspections.

### **3. Announcements**

- Need to get word out the feeding the wild turkeys on campus is not a good idea.
- If not given the right kind of food it can make them very sick.
- Facilities Council will be revising COPPS to address feeding wild animals.

### **3. Action Items**

<b>WHAT</b>	<b>WHO</b>	<b>BY WHEN</b>	<b>STATUS</b>
Bricks outside Building 3 – mats placed as a temporary fix –	Mark Richardson	Fall 2015	This work will be completed by the contractor working on the Center Building project and will not be completed until late October 2015
Place emergency informational cards in classrooms.	Sharon Kimble/Todd Smith	?	Informational card is drafted. Todd would like to look into standards for posting, will look into laminate or plastic slide in displays.
Ask county if they will install a crosswalk at Eldon Shafer jogging trail just 30 <sup>th</sup> Ave light.	Todd		FMP met with HPEA to discuss elimination of crossing at the end of Eldon Shaffer. They will be putting up signs to redirect to a safer crossing further away from the intersection.
Revisit Hazard Communication plan	Jennifer and Todd		Will meet and develop a tentative plan

Ask Donna Zmolek who is coordinating Fall Inservice so we can see if we can handout safety brochures on everyone's chairs and make a safety announcement at the all staff meeting.	Wendy	June 2015	
Contact Joe McCully regarding student who hurt elbow at worksite. Ask him to redo accident form or have Patrick do it. Need to review safety in motion training that students get and make sure student understands them. Review job site procedures.	Sharon	June 2015	
Ask Barbara Susman to train people that a non-employee accident report needs to be filled out when a senior companion is hurt.	Elaine	June	
Discuss non-employee accident reports. Why is there no analysis required? Why are they routed to the health clinic	Barbara	June 2015	Barth has revised process. No longer go to Health Clinic.
Ask Custodial Services Manager if Marie's accident report was sent to HR	Jennifer and Marie	May 2015	

#### 4. Issues and Concerns

- Pearson asked if there is a plan in place for when buildings get too hot for employees to work in. Plus 110 degree temps in building 5 at times in evenings. Dumbleton will follow up.
- Simmons noted that people are driving very fast on Eldon Schaeffer drive wondered what speed limit is.
- Smith (via phone call) noted that speed signs have gone missing on campus.

## **5. ACCIDENT/INCIDENT REPORTS**

- **FY15-45** : FMP Wrist pain. Over use injury. Can employee wear a brace to prevent? Recommend stretch and strengthen.
- **FY15-46** Review by committee not needed.
- **FY 15-47** FMP Grounds. Knee pain climbing ladder. Counter measures are in place.
- **FY 15-48** Dental assisting coop. Puncture. Counter measures are in place. Followed protocol.
- **FY15-49** Dental Assisting co-op. Puncture. Counter measures are in place. Followed protocol.

## **NEXT MEETING**

Wednesday, August 19, Building 16, Room 211, 1:00 – 3:00 pm.