

Safety Committee Meeting
March 20, 2007
3:00 – 5:00 pm
Building 16, Room 211

Attending:

Dawn Barth, Health and Safety Project Specialist
Barbara Dumbleton, Classified Representative
Rodger Gamblin, Classified Representative
Mary Glenn, Management Representative
Don Hein, Management Representative
Sandy Ing-Wiese, Director of Health and Safety
Mike Ruiz, Director of Facilities Management and Planning
Wendy Simmons, Faculty Representative
Nadine Wilkes, Faculty Representative

Guest:

Karol Rourke

Minutes:

1. Minutes for December 2006 and February 2007 meeting were approved.

2. SAIF renewal

- Glenn reports that past reports show April is a high incident month.
- SAIF representative Dale Knight has suggested that we make April a safety awareness month.
 1. Create a safety bulletin.
 2. Create an ergonomic hit list for building reps
 3. Develop an organizational self-assessment
- Dale would like to have a thorough tour of campus. Barth will facilitate this with the facilities management staff.
- Simmons will work with Dale Knight to develop an ergonomic training for building reps. Simmons will get back to Barth with potential dates. We will offer one training in the AM and one in the PM to facilitate work schedules.
- Barth suggested that our dumpster moving process be evaluated by the community ergonomic resource team. Committee agreed. Barth will follow up with Knight who coordinates the meetings..

3. Goshen Fire Marshall Inspection

- Ing-Wiese presented report from recent fire inspection for status updates
- Ruiz assumes all work orders have been forwarded to the appropriate shops.
- Lynn Atkins is responsible for reviewing the reports and forwarding information to appropriate departments as needed.
- Due to the large number of citations for multi-plug adapters, Dumbleton requested clarification on what is allowable.
 1. Good ones will trip if overloaded

2. Ruiz suggests that we should offer power strips from a central location.
 3. Ruiz will also draft a message for the Weekly outlining the appropriate usage of power strips.
- Ing-Wiese suggests that an electronic version of the fire marshal report be sent to department managers so they can check on their own areas.

4. Bollards

- Ruiz reports that bollards are being removed and not replaced. The locks are being broken and it is resulting in increased traffic within campus. It is a safety hazard as vehicles are driving up wheelchair access ramps.

5. Smoking Policy- Report by Wendy Simmons

- Andrew Epstein from the American Lung Association has a grant to push toward all Oregon community colleges to be smoke free.
- Simmons, Glenn and Duke Vandervort met with Andrew and agreed that it is a safety and health issue and think it would be great if the board of education could recommend that we have a smoke free campus.
- However, timing may be the key in this process. The board is currently overwhelmed with the budget process.
- Dumbleton stated that we can't take the information directly to the board. We still need to form a task force.
- Gamblin stated that it is important to pursue the positive aspects of the plan.
- Task force should be made up of at least 2 students, 2 faculty, 2 managers, 2 classified.
 1. Simmons will follow up with suggested committee members: Steve Candee, Alan Bahret, Happy Mathews, Nadine Wilkes, Wendy Simmons, Someone from faculty council and Management Senate.

6. IAQ Visit in April

- Call for volunteers to help Jennifer
 - a. Possibly Nadine, Susie Cousar and Kate Sullivan
- Additional places to check – Academic learning skills
- Wilkes suggested preparing a report ahead of time for Rich Prill to review and assess.
- Ruiz stated that Hayward should have data from reported incidents. All have been logged.
- Wilkes and Simmons will follow up with Hayward

7. What Gets Measured Gets Done

- Distributed information for committee members to review and will discuss next meeting.
- Specifically focusing on trailing vs leading indicators, administrative support for safety, and safety reporting system.

8. Suggestions and concerns

- Barth reports that way finding signs are still blocking line of sight in parking lots.
- Ruiz said he will follow up on getting them moved.

9. Action items

- Barth will facilitate campus tour for Dale Knight.
- Simmons will work with Dale Knight to develop an ergonomic training for building reps
- Barth will follow up with Knight to coordinates the CERT groups evaluation of the dumpster process..
- Ruiz will draft a message for the Weekly outlining the appropriate usage of power strips.
- Simmons will follow up with suggested smoking task force members
- Wilkes and Simmons will follow up with Hayward regarding Rich Prills IAQ visit
- Ruiz will follow up on getting way finding signs moved

Next meeting: April 17,2007 Building 16, Room 211

Minutes submitted by: Dawn Barth, 4/16/2007