

Safety Committee
May 12, 2010
1:00 – 3:00 pm
Building 16, 211

Attending:

Dawn Marie Barth, Emergency and Risk Management Analyst
Rodger Bates, Management Representative
Ruth Bichsel, Faculty Representative
Barbara Dumbleton, Classified Representative
Rodger Gamblin, Classified Representative
Don Hein, Management Representative
Jennifer Hayward, Sustainability Coordinator
Nancy Schwoerer, Classified Representative
Wendy Simmons, Wellness Coordinator
Nadine Wilkes, Faculty Representative
David Willis, Facilities Management and Planning

Minutes:

1. Minutes from April meeting.

Approved

2. Review of Action Items

See action item list.

3. Issues and Concerns

- Dumbleton reported that the painting of “STOP” in the roadways seems to have helped with traffic issues. People seem to be stopping more at the cross walks.
- Dumbleton reported a member of housekeeping staff reported that the lighting outside building 16 is poor at night. It is difficult to see the path to the car as well as the dumpsters that are back there.
 - Willis will check on the lighting plan outside 16 and the path to 13.
- Bates reported that the swallows are back nesting in the stairwell of bldg. 5.
Someone knocked the nests down sometime between Thursday and Friday.
Have returned this week- they are over the walkways.
Willis wrote a work order to have Belfore relocate them in the proper way.
- Dumbleton reported that there are new tables in bldg 19 that seemed to be structurally unsound. They are curved and kept tipping up.

4. Building 11 Flash fire - Barth

- Student working in art lab using standard process. Small flash fire occurred. No one was injured.
- Lane Alert notification went well. Was able to be activated from off site location.
- Main lesson learned was that pull alarm must be pulled with any sized fire. This would have turned off the HVAC system and stopped the spread of fumes to the other floors. This would have also triggered the evacuation of the building.
- Debriefs have been conducted with the responders in the incident and an additional debrief will be conducted with those affected in the building.

5. Building 4 and 5 updates - Hayward

- There is an OSHA inspection in process. They are testing for VOC and mold. These are the same tests recently completed by Wise Steps. We are not expecting any different results.
- Wise Steps did find some mold in the MOA lab and that room will be remediated.
- No staff are currently located in building 4 affected area as it is in the remodel process.
- Will give updates as they become available.

6. Flammable materials list

- Hayward presented the document that was prepared in response to the OrOSHA citation.
- Copies will be in HR, Public Safety, FMP, Goshen, Fire Marshall, and Dawn Barth.
- Future updates will include extinguisher type needed for the particular fire.

7. 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
People using back alcove at KLCC as a bathroom.	Submit work order to have motion sensor light installed.	8/13/09	Hein	Fence in process of being installed.
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	Follow up with the Dean of Advanced Technology, Paul Croker, to discuss whether these are safety issues. Installing new system	November 2009	Bates/Hayward	Email sent to FMP 1-14-10. Waiting for reply when completed. Bates will resend.

Safety Issue	Corrective Action	Due Date	Person Responsible	Completed Date
<p>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.</p> <p>b. People welding not under fume hoods. No special ventilation for the welding.</p>	<p>what will function automatically.</p> <p>-Will request that we bring in OSHA to consult when new paint booths are done.</p>			Angela Fazio is working on this.
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	
Lighting between 16 and 13 is poor.	Willis will complete work order.		Willis	
Swallows nesting in 5	Contact Belfore to relocate		Willis	