

Safety Committee Meeting
September 18, 2007
3:00-5:00pm
Building 16, Room 211

Attending:

Barbara Dumbleton, Classified Representative
Roger Gamblin, Classified Representative
David Willis, Director of Facilities Management and Planning
Don Hein, Management Representative
Jennifer Hayward, Facilities Management and Planning
Sandy Ing-Wiese, Director of Health and Safety
Nadine Wilkes, Faculty Representative

Minutes:

1. Proposed Agenda Review

- Review of July meeting minutes tabled until next meeting-not available
- Review of safety committee membership and building rep. Membership tabled until next meeting
- Safety Committee business: tabled until next meeting
- Projects
 1. Smoking task force-report tabled until Wendy Simmons returns. Barbara presented a proposal to send to Greg Morgan recommending the removal of the smoking area outside the cafeteria. Roger suggested that it be tabled and sent to the smoking task force instead. He suggested surveying the LCC community and ultimately a statement that ties into LCC core values and strategic directions. Agreed to take this to smoking task force.
 2. IAQ will be 11/13, 14, 15. List of buildings and order of priority to be discussed during October meeting
 3. CERT: Community Emergency Response Team-Dawn is moving ahead with this. Compiling a list of interested parties and getting training.
 4. Ergonomic evaluation-tabled until Dawn's return
 5. Emergency preparedness-Sandy presented the employee emergency manuals. Reported on the new emergency phones installed on the grounds. They are not operational yet, but will be soon. Employee emergency training is ongoing.
 6. OSHA: recommendations from the OSHA inspection this summer will be reviewed next meeting. Jennifer will get copies of the report to committee members. Training issues for primary and secondary responders are being addressed after the water leak incident in Ctr. Bldg.
 7. Safety reporting system-Barbara to follow-up

8. Safety Survey for Managers-Has it gone out yet? Barbara to ask Mary
 9. Leading Indicators Measurement- What shall we measure?
 10. Safety training requirements-MPULSE training needed
 11. Other-Dave reported that there was a question regarding the safety of the water from the lagoons being used on the athletic fields. It is tested regularly. Last test was 9/24. All numbers were well below health hazard levels. Precautions, including bleach, are used to treat the water.
- Accident/Incident reports: Not available. Nadine will contact Mary to see if Nadine can bring them when Mary cannot attend the meetings. Sandy will attempt to bring the student incident reports.
 - Future agenda items:
 1. IAQ plans
 2. OSHA reports