

**Safety Committee**  
**September 19, 2012**  
**1:00 – 2:00 pm**  
**Building 16**

**Attending:**

Dawn Marie Barth, Emergency and Risk Management Analyst  
Darcy Dillon, Human Resources Manager  
Barbara Dumbleton, Classified Representative

**1. Accident and Incident Reports**

FY12-13:12	Public safety	Shoulder.	Evaluate training
FY12-13:11	Family connect.	Foot.	Don't move equip.
FY12-13:10	Titan store.	Pelvis.	Policy review
FY12-13:9	Grounds.	Eye.	Safety glasses needed
Fy 12-13:8	student life.	Twisted knee.	No action needed
FY12-13:7	Math.	Cracked pelvis.	Careful in classroom
FY12-13:6	Senior comp.	Knee.	Use hand rail
FY12-13:5	CML.	Face	CMIP
FY12-13:4	Library	Toe	Better footwear
FY12-13:3	Titan store	Knee	Review cleaning standard
FY12-13:2	SSS	Foot	No action needed
FY12-13:1	Waste mgmnt	Back	Stretch before work
FY11-12:77	Social science	Ankles	Use hand rails
FY11-12:78	Titan store	Head	Policy change
FY11-12:79	Grounds	Hand	No action needed
FY11-12:80	IT	Shin	No action needed
FY11-12:81	Public safety	Wrist	Control training
FY11-12:82	Custodial svc	Calf	CMIP- lift training

**2. 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. Public safety staffing
5. Brainstorm session
6. Website updates
7. Building 4 updates
8. Handrail update –June
9. HR: SAIF report
10. LCC Safety Strategic Direction: Safety Committee Role
11. Safety in Motion

## ACTION ITEMS

Safety Issue	Corrective Action	Due Date	Person Responsible	Completed Date
Safety committee needs one faculty member.	Contact Jim Salt to ask for appointment of 2 faculty reps.	November 09	Dumbleton	Still Looking for 2.
Safety training document.	Email to committee for discussion at March meeting- Has been emailed. Committee will review.	April	Dumbleton/Barth	
Outside vendors using our campus without knowledge of safety practices	Provide information at the time of scheduling		Bates will follow up at the Deans Meeting Alen Bahret working on a link of documents. Committee will make recommendation on content Sub-group of Bates, Barth and Smith will work on this.	On-going
Update Safety Hazard Correction sheet	Verify realistic time lines and process		Willis	
Update Safety Charter			Dumbleton	
Outlet removed on north side of Center such that people will run cords across walk	Ask Len Heflin to submit a work order to have an outlet re-installed		Summer project.	
Employees experiencing building related symptoms in building 4	Improve exhaust. Have OSHA consultation-		Hayward.	Meeting w/ PCA, OSHA Meeting w/ staff 9/8/11
Need to improve traction on the walkways between 4 and 30	Rent a bead blaster		Willis/Richardson	