

Safety Committee Minutes
September 17, 2015
1:00 – 3:00 pm
Building 16, Room 211

Attendees:

Dawn Barth – Emergency and Risk Management Coordinator
Barbara Dumbleton- Chair. Classified Representative
Elaine Eiler-Mough – Downtown Academic Campus
Don Hein – Management Representative
Brian Kelly – Vice President of College Services
Marleena Pearson – Health Professions Division
Cathie Reschke – Center for Accessible Resources
Mark Richardson – Facilities Management and Planning
Nancy Schwoerer – Classified Representative
Todd Smith – Facilities Management and Planning

1. Approval of Minutes

August minutes will be approved via email or in October meeting.

2. Announcements

- Todd Smith reported that FMP has finalized a utility/golf cart training procedure. They Would like to recommend to facilities council to make it a campus wide policy. He will Send the policy to Dumbleton to send to committee.
- Barth reported kudos to Managers on campus for completing several Safe Colleges trainings per assignment from Title IX coordinator. Excellent compliance.
- Campus will be participating in the Great Oregon Shakeout on October 15th at 10:15.
- Dental Clinic has requested a bull horn to be used for emergency notification in the event of emergencies. Barth has conducted a test for effectiveness.. Question is who will pay? Kelly indicated that department can purchase and he will reimburse.
- Smith reported that we did get funding for an outdoor alarm system that will be mounted on top of the Center building. It will be up and useable soon.

WHAT	WHO	BY WHEN	STATUS
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	

3. ISSUES AND CONCERNS

- Barth expressed concerns on new drainage areas on planter boxes in new courtyard construction. Concerned for visually impaired.
 1. Smith indicated that there will be metal rails installed around each of them per ADA guidelines.

4. ACCIDENT/INCIDENT REPORTS

- At end of report

5. FUTURE TRAINING WITH SAIF REPRESENTATIVE

- When would we like to have this training?
- Would like training in November.
- Will get list of possible trainings and review them in October meeting to decide on topic.

6. INFORMATION FOR INSERVICE

- Wendy Simmons is working with Dawn DeWolf.
- SAIF has provided brochures for tables
- Simmons will also have a few minutes to conduct a presentation

7. SOUTH SIDE CENTER ADA PARKIN CHANGES

- Hayward reported that there are new challenges that have arisen as a result of the Center remodel with ADA parking spaces under the terrace.

- Increased truck flow has caused safety issues. There are now two docks for delivery trucks and one is nearer the elevator.
- FMP has recommended removing the ADA spots due to the safety concerns. They have met with representatives from Center for Accessibility Resources and they have come up with a plan.
- Proposed plan would retain one spot that may be assigned per term as needed. In addition, more ADA spaces will be added near building 16.
- Committee is in agreement to the plan.

NEXT MEETING

Wednesday, October 21, Building 16, Room 211, 1:00 – 3:00 pm.

