

Date/Time: April 11, 2018, 10:45am

Location: Roberts Center

Present: Teresa Arnold (Science/Chemical Hygiene), Dan Schutter (Chair, Safety Officer), Dan Van der Water (Asst. Safety Coordinator), Justin Johnson (Engineering), Darby Thiessen (EE)

Absent: Belinda Creighton (Staff Development Committee, Finance Dept), Mark Stone (Security), Jennifer Klapp (Secretary, Finance), Dave Hansen (Faculty-on sabbatical)

Administrative:

- February minutes were reviewed and approved
- Tanya Erskine (Plant Services) has resigned from the committee

Continuing Business:

- **TVFR Fire drill:** No update from TVFR on fire drill. Wyatt Fire Protection to test sprinkler system in May.
Action: Dan V. should brainstorm ideas re: how best to conduct a fire drill in an academic environment.
- **Discussion of Woodmar Theater Fire: Students remove**
Action: Dan Schutter to discuss supervision and training of students with Bryan Boyd. Dan van der Water will send TVFR Fire Report to the committee.
- **Building Inspections:** Josh Nauman does not recommend the use of iPads for building inspections. IT does not have enough iPads to loan and Wi-Fi is not available in all locations.
 - Darby recommends scanning completed inspection forms to the shared Building Inspection Documents folder on the shared Safety Committee drive. Darby has included a document with the naming convention to be used for the saved files.
 - Dan van der Water will review inspection forms for safety issues and create work orders as needed.
- **Dorm Inspections:** Discussion on Custodial doing safety inspections in the common areas of student resident areas.
Action: Dan will provide information and training with Custodial on the process.
- **Safety Training/Testing:** Discussion of summer and fall safety training for students.
 - Dan will give a safety presentation in HVR 105 on Monday April 30th. Cassandra will attend the summer safety training.
 - Fall safety training is currently the responsibility of individual departments.**Action:** Investigate using Foxtale for general safety training for student employees.
- **Hepatitis Vaccine** –Darby and Dan V will meet with Bill to discuss. No response received from the athletic trainers yet.
Action: Darby & Dan V will meet with Bill Buhrow; Darby will follow-up with the athletic trainers.
- **AED in Bauman relocated?** No. It's still in Bauman. Mark says 10 AEDs need replacement batteries and questioned where the funds come from. Looking at about \$950 (sale prices). Should Plant Services pay or do we get a Safety Committee budget to pay? Darby suggests Mark send notes about the battery costs to Dan S who can email Vicki to ask what to do. Dan S thinks adding it to Plant Services Safety budget. Teresa says we probably need replacement pads as well (about \$100). Law says 50,000 sq ft building needs an AED. OSHA gives a dividend – Jacquie suggested using that dividend toward these purchases. Darby says we use it to offset non-debilitating injuries.

Action: Dan V has reached out to Mark Stone on AED replacement list. Currently waiting on Mark to provide information.

- **Injuries:** Discussion on injuries list.

Action: Dan S will speak with the relevant supervisors.

New Business:

- Vicki Piersall, CFO, would like to attend a Safety Committee Meeting.

Next Meetings:

Date

Location

May 17, 2018, 2 – 3pm

TBD

June

BUILDING INSPECTION MONTH 😊

July 12, 2018, 10:45 – 11:45am
Safety Video lunch to follow 12 – 1pm

TBD

August, 9, 2018, 10:45 – 11:45am

TBD

September

BUILDING INSPECTION MONTH 😊