

Date/Time: February 9, 2017, 10:45am

Location: Klages 231 Conference Room

**Present:** Teresa Arnold (Science/Chemical Hygiene), Belinda Creighton (Staff Development Committee, Finance Dept), Tanya Rooney (Plant Services), Jen Klapp (Secretary, Finance Dept), Dan Schutter (Chair, Safety Officer), Dave Hansen (Faculty), Mark Stone (Security), Dan Van der Water (Asst. Safety Coordinator)

**Absent:** Darby Thiessen (HR)

Jen Klapp noted one error in January minutes. January minutes were revised and re-distributed to Safety Committee members.

Continuing Business:

- Safety Specialist Update
  - Teresa explained that there are still a few in her area that need the hepatitis vaccine.
- Lock-Out, Tag-Out policy will continue to be in process for a while.

Strategic Planning:

- Dan V explained that the Portland Center Safety Committee has committed to a schedule of quarterly meetings. Dan V from the Newberg Campus Safety Committee will attend the quarterly meetings.

New Business:

- Injury Report Review: there were 2 new injuries added to the report. Both injuries occurred in Wood-Mar. Dan S will contact Brian to inquire about each incident.
- Dan S posed the question of whether the Safety Committee should be responsible for formulating safety plans and if that would be alright with all members of the committee.
  - Dan S feels the employee wellness initiative has great potential and good ROI. He feels it will reduce sick time taken and occurrences of on-the-job injuries.
  - The possibility of additional committees required to expand the employee wellness initiative was discussed. Teresa proposed the representation from all areas of the campus (faculty, admin, executive, etc.). Also, possibility of approaching SPIL in becoming involved from a spiritual perspective for wellness.
- ACTION ITEM: Continue passion for safety but strive to think bigger, broader picture more related to proactive health and wellness.
- Dan V explained that he's working to identify the different respirators that are used on campus and when to use which respirator. The current policy will be updated to industry standards.
- Teresa mentioned that fire extinguisher inspections were taking place.
- Registered Nurse has been hired for Health and Counseling Services, Cari Jermann. Dan S will approach Bill B to arrange review of OSHA and hepatitis vaccine information with Cari.

Next meetings:

Date

Location

**March – Building Inspection Month**

April 13, 2017, 10:45 – 11:45am

Klages 231 – reserved through 25Live

May 11, 2017, 10:45 – 11:45am

Klages 231 – reserved through 25Live

**June – Building Inspection Month**

Date

Location

July 13, 2017, 10:45 – 11:45am

TBD

August 10, 2017, 10:45 – 11:45am

TBD

**September – Building Inspection Month**

October 12, 2017, 10:45 – 11:45am

TBD

November 9, 2017, 10:45 – 11:45am

TBD