

Safety Committee Meeting

November 16, 2017 10:45am - 11:45am

Klages Rm 231

Present: Teresa Arnold (Science/Chemical Hygiene), Belinda Creighton (Staff Development Committee, Finance Dept), Tanya Rooney (Plant Services), Dan Schutter (Chair, Safety Officer), Mark Stone (Security), Dan Van der Water (Asst. Safety Coordinator), Darby Thiessen (EE), Jacquie Strand (SAIF).

Absent: Dave Hansen (Faculty), and Jen Klapp (Secretary, Finance Dept).

Minutes were approved as written.

Continuing Business:

- **Hepatitis Vaccine** – Dan V says the policy is on the J-Drive. Dan gave Darby a bunch of names. Darby's student worker will upload using the current naming convention. Nursing done off-site. Are they GFU employee or employee of clinic then??
Action: Darby to reach out to Health & Counseling employees and the Athletic Dept (Isaak and Gregg).
- Dan V spoke to Bryan Boyd about safety training. Bryan and faculty have an improvement plan for safety.
- **Has anyone told Bryan about the OSHA Training Grant to see if the Theatre Dept. is interested?**
- **Serve Day Safety:** Dan S and Darby have been emailed about the liability and safety meetings coming up on December 7 and January 11.
- **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: Mark will send suggestions to Dan S.
- **Will safety training be provided to fall students?**
- **Safety Committee and Safety Meeting Check list:** SAIF has 3 online webinars. "Accident Assessment" lasts about 50 minutes, "Hazard Assessment" about 45 minutes and "Safety Committee Training" about 45-60 minutes. It was suggested we extend our next few meetings to include these webinars. OSHA can draw up certificates for documentation once Darby sends in names. Let Darby know you watched the webinars and took the quizzes.

- **Building Inspections:** Dan S has updated (partially) the list (who inspects what). Jacquie suggested the iauditor app. It documents who, where, when, what, etc. Take a photo at time of inspection. There is a template for \$10 – but free version does that. Dan S says it doesn't show the items that were checked off the list. He likes the sheet. Mark suggested having an iPad if we are going to use the app so we don't fill up our phones.
Action: Dan S will email the list. Darby will ask about using an iPad.
- **Lock Out / Tag Out information will be available on iPad.** It's in process. Needs to be coordinated and migrate to iPads. Users will be able to look up equipment and log out/tag out procedures.
- **Goals for Next Year:** Jacquie handed out a SAIF packet. The front page is a draft of ideas including the Hazard Assessment webinar, Noise assessment, Safety videos (training grants to produce videos), consider adding SAIF to benefits fair in February. SAIF is piloting a wellness program. Everything through the pilot program is free to us.
- **16-17 Safety Goals:** Still working on 16/17 Safety Goals. Teresa finished Biological/ Chemical Science Lab Review and Science Area except the Hotwork. She and Dan V will wrap this up. Dan will report on the Threshold Shift for Hearing Conservation with the grounds, engineering and theatre departments.
- **Injuries:** Jacquie says we are doing well. We are at 9 workers with Workers Comp injuries. There is one new student injury since last meeting. Student wasn't wearing protective eyewear in the Theatre department.
Action: Darby to upload injury report to J-Drive.

New Business:

- **Suggested:** Bucket truck safety, Hearing testing, and safety training, and school closure meeting. Dan V says these are already done with Plant Services. He has also met with Portland Center. Question raised about Ice Alerts for areas around campus. Dan S says we should get a couple more Ice Alerts.

Respectfully submitted by Belinda Creighton.

Next Meeting:

December – date and time to be determined.