

Date/Time: October 12, 2017, 10:45am

Location: Klages 231

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

**Absent:** Dave Hansen (Faculty)

Continuing Business:

- **Access to the hepatitis vaccine and blood borne pathogen training documentation is now available.** The next step is to document the process for access.
- **Per Dan V, he and Darby have a meeting on October 24<sup>th</sup> with Bryan Boyd to discuss creating a Safety Manual for Theater/Fine Arts.**
- **Interest in Training Grant:** Darby and Dan V will ask Bryan Boyd if there’s an interest in the training grant for Theater/Fine Arts during their Oct 24<sup>th</sup> meeting.
- **Serve Day Safety Review:**
  - 1) Few injuries (cuts, scrapes, stitches) that affected students and employees. One employee lost the tip of their finger.
  - 2) Dan S will contact Brad Lau re: safety of students on Serve Day offering that the safety committee partner with the Serve Day Team to help identify and reduce the risks/numbers of injuries on Serve Day for next year.
- **Was the AED in Bauman relocated?** Per Mark Stone, the AED in Bauman will be moved soon.
- **Will safety training be provided to fall students?** The idea was brought up to have fall students take safety training. **Safety training not yet provided for fall students.**
- **Building Inspection List:** Dan S will work on updating list. Dixie is currently creating new Building Monitor List.
- **Log Out/Tag Out:** Dan V will document procedures. Departments are switching to iPads for work orders.
- **Goals for next year:** Darby will present at next meeting.
- **ACTION ITEM:** Continue passion for safety. Strive to think bigger, broader picture more related to proactive health and wellness.

New Business:

- **Training of Safety Committee:** Accident Investigation and Building Safety Inspection.
- **A student was severely injured and will require surgery.** Fred did investigation re: how to prevent similar accident or injury in the future. SAIF provides videos, as does OSHA. Dan V will send links to videos. Dan S asks that members complete Safety Committee Member training before November meeting.
- **Per Darby, all Employee Empowerment employees had training with SAIF and can now perform intake of worker’s compensation claims.** Worker’s Compensation protocol and forms training is being included in Supervisor training next month.
- **Darby will email injury report.**

Next meetings:

Date

Location

November 9, 2017, 10:45 – 11:45am

TBD

December

**BUILDING INSPECTION MONTH**