

Date/Time: August 9, 2018, 10:45am

Location: Bruin Den

Present: Dan Schutter (Chair, Safety Officer), Dan Van der Water (Asst. Safety Coordinator), Justin Johnson (Engineering), Darby Thiessen (EE), Jennifer Klapp (Secretary, Finance), Teresa Arnold (Science/Chemical Hygiene), Jamie Adams (Plant Services-Custodial Dept), Pete Rusaw (Faculty)

Absent: Mark Stone (Security), Debbie Hawblitzel (Staff Development Committee)

Administrative:

- July 2018 minutes approved.
- New members of the Safety Committee:
 1. Faculty – Pete Rusaw
 2. Plant Services - Jamie Adams
 3. Campus Safety – Dan Schutter will reach out re: department representative
- New members, Pete and Jamie, were welcomed and Dan explained that there is more administrative interest in safety across campus and therefore on the Safety Committee.
- Dan will update meeting agenda to include service dates of members. Typical service period for members is two years. Dan will also update the Building Inspection Assignment List to include new members and save it in the “Safety Committee” folder on the J drive.
- Safety training video available on Foxtale now. Darby will schedule training for October.

Continuing Business:

- **TVFR Fire drill:** No update from TVFR on fire drill.
Action: Dan V will follow up with TVFR.
- **Hepatitis Vaccine** –Darby and Dan V will meet with Bill to discuss.
Action: Currently in process; simply waiting for new academic year to begin so all staff is back on campus.
- **AEDs:** Mark says 10 AEDs need replacement batteries and questioned where the funds will come from. Looking at about \$950 (sale prices).
Action: Dan S is looking for money in Plant Services Safety budget. Dan V has reached out to Mark Stone on AED replacement list. Currently waiting on Mark to provide information.
- **University Retention** policy for chemicals. Important to have executive support to roll-out policy to campus.
Action: Teresa is working on policy. There will be more discussions in the fall.
- **OSHA has a new silica** exposure policy, which requires a written exposure plan. Policy is most relevant to construction sites, however, it’s important to research any lab environment reference.
Action: Teresa will review OSHA website. Justin will talk with Carlson Testing re: silica.
- **Injuries: 1** new injury. It was noted that “injuries to date” is low at 4.

New Business:

- September is safety inspection month. Please be sure to update file on shared drive.
- Lynn from SAIF will visit in the fall.
- Wellness Committee is moving forward. They will work with the Safety Committee on some issues. More information to come...
- Serve Day requests were sent out for specific jobs. FAQ’s will be sent out re: safety training. Changes were made to the contracts for the Serve Day service recipients.

Next Meetings:

Date

Location

September

BUILDING INSPECTION MONTH 😊

October 11th, 10:30 – 11:30am

TBD

November 8th, 10:30 – 11:30am

TBD

December

BUILDING INSPECTION MONTH 😊

January 10th, 10:30 – 11:30am

TBD

February 14th, 10:30 – 11:30am

TBD

March

BUILDING INSPECTION MONTH 😊

April 11th, 10:30 – 11:30am

TBD

May 9th, 10:30 – 11:30am

TBD

June

BUILDING INSPECTION MONTH 😊