

## **Safety Committee Minutes**

**June 8, 2011**

**1:10-2:05 pm**

**Building 16, Room 211**

### **Attendees**

Barbara Dumbleton, Elaine Eiler-Mough, Jennifer Hayward, Nancy Schwoerer, Wendy Simmons, Nadine Wilkes

### **Minutes**

**Approval of May 2011 Meeting Minutes:** May minutes were not available. The agenda item was deferred to next meeting.

**Announcements:** Barbara reported that she was notified that the college will be purchasing new chairs to replace old unsafe folding chairs that the college uses for events.

Wendy reported that she called Lane County Public Health to ask if they have ideas for getting people to move at least 10 feet away from the doors of the Downtown Center. Lane County did not have any immediate ideas, but said they would get back to her. Elaine said that the DTC installed speakers at the front door that are playing classical music. This has been keeping people from hanging out at the front door smoking.

Wendy reported that since turf has been installed in the track and soccer fields, the geese problem has not been a problem this year.

**Employee Issues and Concerns:** Nancy reported that tall grass at the parking lot intersections are reducing visibility and creating unsafe driving conditions. Safety Committee recommends that FMP mow

From Dave Willis:

Already on this one. Frank is coordinating with PS, has a marked up plan, and we should see this done soon. Dave

**Accident/Incident Reports:** Accident reports were not available at this meeting.

**Discussion about Inservice Trainings:** Ideas discussed:

- Dealing with irate students – Recommended leader: Jace
- Basic Safety and Emergency Info for Lane – Recommended leader: Dawn
- Safety in Motion – Recommended leader: Wendy
- CPR, Defibrillator, & First Aid

Nadine suggested having a series of trainings during the benefits fair day. Wendy will ask Dennis if we can set this up.

## ACTION ITEMS

### New Action Items

1. Barbara to contact FMP about the Safety Committee recommendation to mow tall grass blocking visibility at parking lot intersections.
2. Wendy will discuss having a safety training series in conjunction with the Benefits Fair during Fall Inservice.

Safety Issue	Corrective Action	Due Date	Person Responsible	Completed Date
Safety committee needs one faculty member.	Contact Jim Salt to ask for appointment of 2 faculty reps.	November 09	Dumbleton	Still Looking for 2.
Safety training document.	Email to committee for discussion at March meeting	April	Dumbleton	
Outside vendors using our campus without knowledge of safety practices	Provide information at the time of scheduling		Bates will follow up at the Deans Meeting  Alen Bahret working on a link of documents. Committee will make recommendation on content  Sub-group of Bates, Barth and Smith will work on this.	
Getting trash to trash compactor is difficult for staff	Need to find better solution. Possible motorized cart.		Fazio-  New area without ramp is under construction	
Update Safety Hazard Correction sheet	Verify realistic time lines and process		Fazio and Willis	
Update Safety Charter			Dumbleton	

Safety Issue	Corrective Action	Due Date	Person Responsible	Completed Date
Outlet removed on north side of Center such that people will run cords across walk	Ask Len Heflin to submit a work order to have an outlet re-installed		Fazio-Summer project.	
Hand dryer in bldg 4 2 <sup>nd</sup> floor restroom is very loud	Investigate  Implement Fix		Hayward	
Person tripped on rock in road that appeared to have crumbled from side walk	Investigate whether side walk is crumbling and creating debris in walkway and needs fix		Fazio-  Sidewalk has been repaired	4-10-11
Strain injury in foodservices	Provide Safety in Motion training to food services employees	10-1-11	Dillon, Simmons, Barth, Schwoerer	
Student injured at non-Lane work site during internship	Check in with Co-op to see if they do any pre-employment safety training with students		Dillon	
Employees experiencing building related symptoms in building 4	Improve exhaust. Have OSHA consultation-		Hayward.	
Child wandering in pond near longhouse	Check with insurance company regarding liability		Barth	