**Safety Committee Meeting Minutes**

**January 21, 2016**

**Human Resources (Garfield Station) – Meeting Room**

**8:45 a.m.**

**Members Present:** Jason Weaving, chair, Hakme Lee, co-chair; Tom Harvey, Dan Hammerquist, Laura Silcox, Cyndi Wolfer, Yvonne “Wulli” Butler, Aaron Gunther, Steve Shumaker and ToniAnn Johnson.

**Members Not Present:** Joe Bell, Sue Liden

**Approval of November 2015 Meeting Minutes:** November minutes approved with one correction.

Introduction of two new members. Cyndi Wolfer is the new representative from School of Nursing and Steve Shumaker is representing ASPLU.

**Call for Additional Agenda Items:**

Additional Safety Concerns:

At the intersection of Ingram and MBR, the area is very dark and a safety hazard. Wulli asked about a couple of options to help with the situation. One, is having a tree(s) removed to help with the lighting from the street. Another suggestion was a light being added to the west side of Ingram nearest 121st. Jason advised putting in a work order. Jason will talk to Greg and discuss with facilities the option of putting in an outdoor light.

Discussion ensued regarding tree removal. It was suggested that we notify students why a tree is being removed. Trees are only removed for the poor health of the tree or for safety reasons. It is important to keep all constituents notified of our actions and reasons behind them.

**Old Business:**

* Ceramics update: Installation of dust collector for ceramics glaze mixing area still in the works.
* New lock in SOAC main door completed.
* Music House update: PLU hired an engineer to review floor weight load limits and this was completed 11/3. 2 upright pianos moved to another storage room. Load limit now OK.
* Safety Committee PSAs update: Winter/Spring safety tips are being updated.

**New Business:**

* “Tap Ride” – Students can call Campus Safety for a ride and the ‘App’ notifies the person to come outside. This eliminates the students waiting outside for a ride. Trial run for one semester beginning second semester.
* Burglary Concerns – Some vehicles have been vandalized. Everyone is reminded to keep things out of site in vehicle and be on guard at all time. Do not leave valuables in vehicles.
* Banner Roster – Banner will be updated with second semester emergency rosters.
* Incident/Injury Reports - There were 6 injuries reported in November - December.

**November – December Injury Reports**

* 6 Injuries
* 2 OSHA recordable incidents
* 2 Lost Time Cases

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Department** | **Slip/Trip/Fall** | **Sprain/Strain** | **Burn** | **Cut/Puncture** | **Hearing Loss** | **Impact** | **Allergic/Toxic Reaction** |
| Dining & Retail Services | 2 |  |  |  |  |  |  |
| Facilities Mgmt |  | 1 |  | 1 |  |  |  |
| Campus Safety |  |  |  |  |  |  |  |
| Res. Life |  |  |  |  |  |  |  |
| Academic |  |  |  |  |  | 2 |  |
| Univ. Comm. |  |  |  |  |  |  |  |
| Conf. & Events |  |  |  |  |  |  |  |

**Update:**

* Goals: Continue to reduce reporting time; goal is 48 hours. Continue to reach out to constituents. Reduce safety incidents campus wide.

**Future Business:**

* Next meeting date February 25 at 8:45 a.m.

**Meeting Adjourned: 9:16 a.m.**

Respectfully submitted**,**

**ToniAnn Johnson**

**Secretary**