**Safety Committee Meeting Minutes**

**May 19, 2016**

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

**8:45 a.m.**

**Members Present:** Jason Weaving, chair, Hakme Lee, co-chair, Joe Bell, Sue Liden, Tom Harvey, Yvonne “Wulli” Butler, Bethany Piehl, Elizabeth Capoun and ToniAnn Johnson

**Members Not Present:** Laura Silcox, Elisabeth Esmiol, Aaron Gunther, Dan Hammerquist, and Cyndi Wolfer

**Approval of April 2016 Meeting Minutes:** April minutes approved.

**Call for Additional Agenda Items:**

Additional Safety Concerns:

* Concern raised about the 3rd floor study rooms in the library being unable to hear the fire alarm. Work order will be input to fix/test rooms.
* Upcoming drill/exercise on June, 6, 2016. PLU will participate in the joint Cascadia Rising exercise with OR/WA/ID and British Columbia on the functionality of ham radios/operators and communication. Safety Committee members are invited to view or participate between 8:00- 5:00 in Morken 114.
* Active Shooter Drill is confirmed for October 12, 2016.

**Old Business:**

* SC members outgoing: Yvonne “Wulli” Butler will be leaving the committee and be replaced by Jonathan Wilder, Facilities. Beth Capoun, SOAC will replace ToniAnn Johnson. Dan Hammerquist will also be leaving, but no replacement has been identified. Joe Bell thanked the committee members for their hard work and dedication and presented them with a token of appreciation. Committee member Bethany Piehl will be studying abroad this fall, and a replacement will substitute while she is away.
* Safety Committee 2015-16 goals and results: Safety Committee set four goals for the committee in 2015-16 and met them all.

1. SC met the goal of educating campus about the SC by using various mediums. SC used Facebook, and the Daily Flyer PSAs to promote safety to students, faculty and staff. SC will continue to use these next year along with increased exposure on social media, to include setting up a Twitter account.

2. SC Advertised in the HR Good Fit Newsletter regarding emergency preparedness in the fall and spring.

3. SC reduced the lag time in injury reporting to HR from 6.9 days to 3.8 days.

4. Reduction in vehicle accidents. Final numbers on vehicle accidents will not be available until September.

* Building Inspections Update: Almost all the buildings were inspected. The remaining few will be added to the schedule for 2016-17.

**Update:**

* Enterprise vans: There is still a recall in effect for 12 passenger vans. Environmental Health and Safety is continuing to enforce the checkout/in of safety kits.
* Water testing: Bethany Piehl, ASPLU provided an update on the water testing at PLU. No lead was detected in thirty-three (33) of the samples collected during this evaluation, or in the field blank. Lead concentrations in the other samples ranged from one (1) microgram per liter μg/L to five (5) μg/L. All samples were below the 15 μg/L Action Level (AL) set by EPA for lead in drinking water. For this reason, it was determined that no additional action would be needed in PLU campus buildings.

**New Business:**

**Incident/Injury Reports –**

The committee reviewed the incident/injury reports for the academic year.

There were 6 injuries reported in April – May 2016.

**April – May Injury Reports**

* 6 Injuries
* 0 OSHA recordable incidents
* 0 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 | 1 |  |  |  |
| Facilities Mgmt | 1 |  |  |  |  |  |  |
| Campus Safety |  |  |  |  |  |  |  |
| Res. Life |  |  |  |  |  |  |  |
| Academic |  |  |  |  |  | 1 |  |
| Univ. Comm. |  |  |  |  |  |  | 1 |
| Conf. & Events |  |  |  |  |  |  |  |

At this time last year, we had 22 incidents with 6 OSHA recordable injuries compared to 21 injuries with 2 OSHA recordable this year. No lost time this year or last.

PLU Safety Committee Report to the Community: Safety Committee Report to the PLU Community is posted on the Safety Committee website.

Discussion ensued on moving the Safety Committee board from Hauge to another location. Research will be conducted to see if the board can be moved to the library kiosk to draw more attention.

**Future Business:**

* Elect SC Co-Chair & Secretary in the fall. Hakme Lee will be Chair next year.
* Safety Committee 2016-17 Building Inspections
* Discuss / Establish SC goals for 2016 – 17
* Next meeting September 22, 2016 at 8:45 a.m. in HR Conference Room

**Meeting Adjourned: 9:45 a.m.**

Respectfully submitted**,**

**ToniAnn Johnson**

**Secretary**