

## Safety Committee Meeting

1-19-17

Human Resources (Garfield Station) Conference Room

Call to order at 8:45 am

Members present: Randy Evan, Laura Silcox, Hakme Lee, Joe Bell, Beth Capoun, Sarah Wood, Jason Weaving, Sue Liden, Aaron Gunther, and Cindy Wolfer. Not in attendance: Nicole Gonzales and Heidi Schutz.

Call for additional agenda items:

No additional agenda items

### **Old Business:**

Building Inspections: Joe Bell reminded everyone that L & I regulations require building inspections. Our buildings are set up on an approximate 4 year rotation for inspection, which amounts to 8 – 10 buildings per year. Joe asked for volunteers from the Safety Committee to accompany him during the inspection of buildings that are due by the end of Spring semester. Inspections take approximately 30-40 minutes to complete.

We will remove Garfield Bookstore from the list of buildings and change to the new name, Center for Gender Equity.

The Inspection Checklist is on the Safety Committee website.

### **New Business:**

1. Injury reports as of January 19, 2017: 3 injuries in Dining Services, One injury in Facilities.

Dining Services- Cut/Puncture while cutting bread, no lost time. Slip/Trip/Fall while walking in the parking lot, 2 days lost time. Burn while cleaning coffee filters, no lost time

Facilities-Slip/Trip/Fall on ice outside Reike, no lost time.

2. Annual Injury Report-

2016 – 42 injuries, 10 recordable resulting in 6 lost days and 100 restricted duty days.

In comparison to –

2105 – 20 recordable resulting in 13 lost days and 217 restricted duty days.

3. We will be hearing from OSHA regarding new walking surface regulations. This will not require facilities to de-ice parking lots, however. Some discussion regarding possibly alerting the Residential Director to put up emergency signs when it is icy ensued. It was decided that properly communicating with the RD would be too problematic and that we would continue with operations as we have been, which is relying on common sense of those on campus.

4. Randy Evans reminded everyone that leaving pallets leaning up against walls is against OSHA regulations. Please contact Waste Diversion and they will remove the pallets.
5. The Benefits Fair is scheduled for April 13<sup>th</sup> from 9am to 2pm. The Safety Committee booth will focus on an information campaign regarding avoidance of slip/trip/fall and sprain/strain. Ideas are needed for giveaways.
6. February 21<sup>st</sup> and 22<sup>nd</sup> are Professional and Personal Development Days. Sign up for classes if you are interested.
7. February 9<sup>th</sup> at 3pm – EBC Meeting in Morken
8. February 16<sup>th</sup> at 8:45am – Next Safety Committee meeting in HR Conference room

Meeting adjourned at 9:45am

Respectfully submitted,

Beth Capoun

Co-Chair