



Pacific Lutheran University SAFETY COMMITTEE (SC) Meeting Minutes



February 16, 2017
Human Resources (Garfield Station) Conference Room
8:45am - 9:45am

Call to Order at 8:48am

Attending: Jason Weaving, Tom Harvey, Randy Evans, Laura Silcox, Joe Bell, Aaron Gunther, Chair, Hakme Lee, Christina Pepin, and Beth Capoun.

Christina Pepin is replacing Cynthia Wolf for the remainder of the current school year.

Call for Additional Agenda Items

Old Business

- SC Member Spreadsheet reviewed and approved updated membership
- SC ideas and participation for table at PLU Benefits Fair: 4/13 - 8:30am to 2:30pm
- Joe Bell to create a trifold for distribution at Fair. Focus on Slip, trips and falls. Joe Bell will order "swag" gifts for the fair. Request to help staff the Benefit Fair table, either mail or send meeting invite to Joe for the times members are able to staff table.
- Jason Weaving reviewed schedule PLU Fire / Evacuation Drill: March 9th at 9:30am. No PLU Alert, no text and no email reserved for "Lockdown" Drill. The Metis system will be used to announce start of the Fire Drill.

New Business

- Joe Bell reviewed 2016 EHS Annual Report- significant trend improvement. Wrong year was identified (2015) and will be corrected to 2016.
- February Monthly Injury Reports
- Randy Evans and Joe Bell completed Stuen and Ordal Hall Building Inspections and where appropriate created work orders to correct deficiencies. Future scheduling will give high priority to Rieke and Mortvedt Library locations.

Future Business

Will review Fire Drill and key learnings

Next Meeting: March 16, 2017 @ 8:45am in HR (Garfield Station) Conference Room

Adjourn