

Southwestern Oregon Community College Safety Committee Meeting

Facilitator: Carol Richards
Notetaker: Carol Richards
Attendees: Carol Richards, Mike Herbert
Date: July 14, 2016 – June 9, 2016 meeting minutes
Curry County: 541-469-5017

Note: Items that have strike out mean that they have been completed. They will be removed from the minutes at the next meeting. Information may include current month's activities up to the date of the subsequent meeting.

Subcommittee Reports

Hazard Inspection Team – Emerald Brunett

Quarterly reminders, track non-submission, perform as backup inspectors and investigate possible concerns and issues.

The below building inspections were submitted:

- There were no new hazard inspections submitted during the month of July/August.

New Business

- Mike and Carol discussed first aid/CPR certification and staff who are certified.

Accidents and Near Misses

- A FWS in the Family Center dropped a bag of cement on his knee. Carol reviewed with Dan Birkovich the incident and reminded Dan that this should have been a work order for Maintenance to take care of and the FWS should have had a second person assisting.
- A Shutter's Creek work crew member received a small laceration to the hand while using a chainsaw.

Outstanding Corrective Actions

B3

WAYNE CHANDLER 3/11/16

3.11.15 Emergency Phone Numbers

Emergency phone numbers need to be posted in B3. *Update: Carol sent Kim Richards a list to print and have Wayne post.*

DINING SERVICES

JENNIFER SEVERSON 3/10/16

3.10.16-1 Deep Fryer

Jennifer indicated the deep fryer is a safety hazard and needs to be replaced. *Update, this has been ordered.*

3.10.16-2 Ramp

Jennifer indicated the ramp outside is unsafe. Facilities is working on this.

FAMILY CENTER

DAN BIRSKOVICH 5/17/16

5.17.16-1 Wall Shelf/Cabinet

A cabinet and wall shelf need to be affixed to the wall in room 106.

FIRE TOWER

TONY PETERS 12/18/15

12.18.15-3 PPE Training/Verification/Equipment Maintenance

Carol and Tony discussed this. Carol assigned Tony the Safe Colleges PPE module, SWOCC's written PPE program, and asked him to complete the PPE Hazard Assessment for EMS/Fire Safety. *Update: Carol will contact Tony in September to remind him of this.*

REC CENTER

MEGAN CORRIEA 12/10/14

12.10.14-3 Electrical Enclosures

Megan indicated there were switches, receptacles, etc., that were not supplied with electrical enclosures. 3.11.16 Megan indicated there is an electrical receptacle on the floor that is coming out. A maintenance request has been put in. *Update: Currently being worked on by Kyle Electric*

SUMNER

Mary Graham 4/13/16

4.13.16-1 Electrical Panel Clearance

In the janitor/electrical room, a ladder, fluorescent bulbs and garbage can are in front of the panels. *Update: On 6/8/16, Mary—Graham indicated the housekeeping was worse than in April. Done 8/18/16*

TIOGA 3

MEREDITH BULINSKI 4/14/16

4/14/16-1 Non Slip Stair strips

Meredith indicated that some of the non-slip stair strips are worn out throughout Tioga. Work order has been submitted.

TIOGA 5

CAROL RICHARDS 5/16/16

5/16/16-1 Secondary Container Labeling

The labels on spray bottles do not comply with new GHS standards.

Next safety meeting scheduled for August 18, 2016 at 3:00 pm in Tioga 105

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