



SOUTHWESTERN
AN OREGON COMMUNITY COLLEGE

Safety Committee Meeting

Chairperson: Mike Herbert

Notetaker: Carol Richards

Attendees: Joe Belter, Emerald Brunett, Mike Herbert, Carol Richards, Allison Seeley, Joe Thomas, Shawn Warren, Mike Wolf, Megan Corriea, Jason Cash, Cerise Bender

Date: August 21, 2019– Approval of July 17, 2019 meeting minutes below.

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.

OLD BUSINESS

- Shawn motioned to approve last month's minutes, Allison seconded this, and the motion passed unanimously.
- The group discussed door locks in OCCI and security cameras on campus.
- ~~Shawn shared that the eyewash in the hallway in OCCI runs water that is either too cold or too hot. A student who needed it ended up having to use the eyewash in the kitchen. Shawn will put a work order in for Facilities. Update: Shawn has a work order in and this is in progress~~

FIRE SCIENCE

TONY PETERS 3/22/19

3/22/19-1: Eyewash Maintenance

Tony indicated that the eyewash is not regularly flushed. ~~Update 7/15/19 Mike Herbert stated he would contact Tony. Update: 8/20/19 Cerise Bender indicated she will do a weekly flushing of the eyewash~~

TONY PETERS 6/8/19

6/8/19-1 Ambulance Plug

Tony indicated that the ambulance is parked outside and is plugged in using an extension cord. Tony indicated that he does not believe the cord is properly rated and that the end is becoming frayed. *Update: 8/20/19 Cerise Bender will look into this.*

B2

RIAN HENDERSON 3/22/19

3/22/19-1: Hazard Assessment

Rian indicated that a hazard assessment for required PPE has not been done. *Update 8/20/19: Open*

TIOGA 5TH FLOOR

CAROL RICHARDS 3/13/19

3/13/19-1: Stairwells

The yellow tape on the east and west stairwells needs to be replaced as it is coming loose. *Update 8/20/19: Open*

OCCI

SHAWN WARREN 5/14/19

5/14/19-1 Paint on Steps Behind OCCI

Shawn indicated that new paint is needed on the step edges in the back of OCCI (loading dock). *Update: Completed*

NEW BUSINESS/AGENDA

AGENDA

- Minutes approval
- Outstanding building inspections discussion

HAZARD INSPECTIONS

- Tioga 1st floor – Submitted by Mike Cole 8/7/19 – No recommendations were submitted
- OCCI – Submitted by Shawn Warren 7/15/19 – No recommendations were submitted
- Student Housing – Submitted by Tom Graham 7/16/19 - No recommendations were submitted
- Family Center – Submitted by Dan Birkovich 7/30/19 – No recommendations were submitted
- Prosper – Submitted by Mike Herbert 7/30/19 – No recommendations were submitted
- Brookings – Submitted by Michael Wolf 8/5/19 – No recommendations were submitted
- Gold Beach – Submitted by Michael Wolf 8/1/19 – No recommendations were submitted
- Sumner – Submitted by Allison Seeley 8/15/19 – No recommendations were submitted

SUNSET

AUBREY SCHRADER 6/10/19

6/10/19-1 Electrical Enclosure

Aubrey indicated that a cover plate is missing in Room 2 in the upper northwest corner. *Update 8/20/19: Open*

SITKUM

AUBREY SCHRADER 6/10/19

6/10/19-1 Electrical Enclosure

Aubrey indicated that cover plates are missing in the below areas. *Update 8/20/19: Open*

Room 11, back corner

Room 7, back corner

ACCIDENTS AND NEAR MISSES

- An employee was moving items on a wheeled cart and attempted to take the cart down a set of stairs when they were unable to find a ramp. The cart overturned and the employee fell with the cart sustaining an injury. A workers' comp claim has been filed.

Next safety meeting is scheduled for September 18, 2019 at 2:00 pm in Tioga 505

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