



SOUTHWESTERN
AN OREGON COMMUNITY COLLEGE

Safety Committee Meeting Minutes/Agenda

Chairperson: Mike Herbert

Notetaker: Carol Richards

Attendees: Joe Belter, Emerald Brunett, ~~Jason Cash~~, Mike Herbert, Carol Richards, Allison Seeley, ~~Shawn Warren~~,
~~Mike Wolf~~, ~~Chelsea Clemens~~, Paul Vermeer, Rob Aton

Date: December 15, 2021—Approval of November 17, 2021 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.

OLD BUSINESS

- Emerald motioned to approved minutes, Shawn seconded this, and the motion passed unanimously
- The team discussed inspections of AED's
- The group discussed first aid/CPR certification and Rob Aton indicated he is certified to do this training

NEW BUSINESS/AGENDA

AGENDA



Rob's Edited Safety
Inspection Checklist

- Approval of November 17, 2021 minutes
- Revisions to the Safety Inspection Checklist – Rob Aton
- Hazard Inspections

HAZARD INSPECTIONS

- PAC – Submitted by Kellie Neel on 12/8/21 – No recommendations were submitted
- Newmark Center – Submitted by Ryan Mill 11/5/21 – No recommendations were submitted
- Lampa – Submitted by Dan Pittman 10/18/21 - No recommendations were submitted
- Sunset – Submitted by Paul Vermeer 10/21/21 - No recommendations were submitted

EMPIRE

KELLIE NEEL

12/8/21: Break Switch Labeling

Kelly indicated that the breaker switches in Empire are not properly marked.

SITKUM – COMPLETE

DAVID SIMMONS

10/7/21: First Aid Kit

The first aid kit needs to be refilled

ACCIDENTS AND NEAR MISSES

- 9/30/21 – A staff member in Brookings tripped/caught their foot entering a bathroom and fell hard on her knee. No medical treatment was necessary. Mike Wolf indicated that there is a “lip” at the entrance to all the bathrooms that needs to be addressed and worked with Emerald on a product to eliminate the trip hazards.

Next safety meeting is scheduled for December 15, 2021 at 3:00 pm in Tioga 505/Zoom