



**SOUTHWESTERN**  
AN OREGON COMMUNITY COLLEGE

## Safety Committee Meeting

**Chairperson:** Carol Richards  
**Notetaker:** Emerald Brunett  
**Attendees:** Carol Richards, Joe Thomas, Mike Herbert, Allison Seeley, Shawn Warren, Joe Belter, Emerald Brunett  
**Date:** December 19, 2018– Approval of November 29, 2018 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 – Carol Richards

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

The below building inspections were submitted:

- OCCI – Submitted by Shawn Warren 11/6/18 – No recommendations submitted
- Coaledo – Submitted by Amy Burgess 11/27/18
- Gold Beach – Submitted by Karim Shumaker 12/5/18 – No recommendations submitted
- Fairview – Submitted by Chelsea Clemens 12/5/18 – No recommendations submitted
- Dellwood – Submitted by Juliana Seldon 12/7/18 – No recommendations submitted
- Sumner – Submitted by Allison Seeley 12/10/18 – No recommendations submitted
- Brookings – Submitted by Michael Wolf 12/10/18 – No recommendations submitted
- Lampa – Submitted by Carol Richards 12/11/18 – No recommendations submitted
- Recreation Center – Submitted by Megan Corriea 12/10/18 – No recommendations submitted
- Randolph – Submitted by Danny Richardson 12/7/18 – No recommendations submitted
- PAC – Submitted by Danny Richardson 12/10/18 – No recommendations submitted

### Discussion

- Allison and Carol briefly discussed Safety Data Sheets in nursing/keeping them up to date.

### Discussion/Agenda items for 12/19/18:

- Election of new chairperson

### Accidents and Near Misses

There were no accidents or near misses during November 2018.

### Outstanding Corrective Actions

#### FIRE SCIENCE

**MARY KOSKI/TONY PETERS 6/11/18**

#### 6/11/18-1 Fire Tower Stairway

Megan and Tony indicated that a couple of slip-resistant sheets need to be replaced on the fire tower as they have blown away.

Update 10/26/18: Update 11/29/18: Incomplete

#### REC CENTER

**MEGAN CORRIEA 2/28/18**

#### 2/28/18-1 Electrical Enclosures

Megan indicated that in the fitness center there are a few broken electrical enclosures on the wall.

Next safety meeting is scheduled for December 19, 2018 at 2:00 pm in Tioga 105