



**SOUTHWESTERN**  
AN OREGON COMMUNITY COLLEGE

## Southwestern Oregon Community College Safety Committee Meeting

**Facilitator:** Carol Richards

**Notetaker:** Carol Richards

**Attendees:** Emerald Brunett, Carol Richards, Joe Thomas, Mike Herbert, Karen Domine, Allison Seeley, Mike Springer, Shawn Warren, Tony Peters, Joe Belter, Scott Battleson

**Date:** June 21, 2017 – Approval of May 17, 2017 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:

- No hazard inspections were received during late April/May 2017

#### New Business

- The committee discussed safety exposures in the OCCI and Dining Services kitchens and how to handle some of these exposures to staff and students.
- Tony suggested making CPR/AED training more available to staff.
- The committee reviewed a list of required written OSHA programs including several chemical-specific programs. Mike Springer gave great feedback on this list indicating that some of the chemicals that require a written program are on campus; however, Mike indicated many are old and are not used anymore and need to be disposed of.
- Mike indicated that he has been working on disposal of old, defunct chemicals that are no longer used. Mike and Carol will work on updating the written Chemical Hygiene program.
- Carol and Mike discussed the hood in the chemistry lab and regular maintenance that should be done.
- Carol will send OSHA Lab Safety information to Mike.
- The team decided that they need someone from Facilities to attend meetings as many safety issues require Facilities to correct them. Wayne Chandler was suggested, but Carol checked with Emerald and Wayne is not available to do this. Em will let Carol know when she decides which staff should attend meetings.
- The team discussed who could be the next safety chairperson, but no vote was taken.

#### Accidents and Near Misses

- An employee in the Mail Room was using the industrial paper cutter and while rotating the stack of items, cut her finger. The employee's supervisor used this as a training opportunity to remind the employee of the dangers of the cutter. This was a first aid only incident.
- A welding student was using an electric grinder without the proper type of gloves and suffered an abrasion on the hand. The instructor asked the student if they needed to go to ER and they declined. This was a first aid only incident.
- An OCCI student was cleaning and had set down a bag of food processor blades on the ground. When she reached to move the blades, her hand made contact and was cut. The student went to ER and had stitches.

#### Outstanding Corrective Actions

##### **FIRE TOWER**

##### **TONY PETERS**

##### **3/1/17-1 Fire Tower Floor**

Tony indicated that some non-slip material has been added to the floor of the fire tower, but more should be added as there are some areas that are still slippery when wet. *Update 5/17/17: Still open*

Next safety meeting scheduled for June 21, 2017 at 2:00 pm in Tioga 105  
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