



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

**Date:** May 15, 2019– Approval of April 24, 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.

### NEW BUSINESS/AGENDA

#### AGENDA

- Creation of building inspections for specific departments. What checklist items should be on every inspection form for various departments? What departments should specialized checklists be created for?
- Summer building inspections – with faculty absent, how to get inspections completed.

#### HAZARD INSPECTIONS

- Family Center – Submitted by Dan Birkovich 5/7/19 – No recommendations were submitted

#### ACCIDENTS AND NEAR MISSES

- A welding student was using a grinder and caught his t-shirt on fire. No treatment was required beyond first aid.
- A staff member dislocated their ribs, but did not file a workers' comp claim.

### OLD BUSINESS

#### Discussion from 4/24/19

- Safe-T-Step in OCCl – The committee discussed this new product
- Mike suggested sending Outlook calendar invitations to Building Inspectors to remind them of deadlines each term.

#### FIRE SCIENCE

##### TONY PETERS 3/22/19

##### 3/22/19-1: Eyewash Maintenance

Tony indicated that the eyewash is not regularly flushed. *Update 5/13/19: Tony asked if custodial staff could conduct weekly eyewash maintenance.*

#### 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: Carol has not heard from Rian as of 5/13/19*

#### TIOGA 5<sup>TH</sup> 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 5/13/19: Open*

Next safety meeting is scheduled for May 15, 2019 at 2:00 pm in Tioga 105

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