



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, Scott Battleson, Mary Koski, Savinder Lal
Date: November 29, 2018– Approval of October 31, 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:

- Tioga 4th Floor – Submitted by Meredith Stone 10/29/18 – No recommendations submitted
- Tioga 3rd Floor – Submitted by Meredith Stone 10/29/18 - No recommendations submitted
- Family Center – Submitted by Dan Birkovich 10/26/18 - No recommendations submitted
- Dining Services/Empire – Submitted by Lynne Whitley 11/13/18 - No recommendations submitted
- Tioga 5th Floor – Submitted by Carol Richards 11/20/18 – No recommendations submitted

Discussion

- The Fire Tower roof caps were discussed as far as the potential for them to blow away. Facilities has repaired this.

Discussion/Agenda items for 11/29/18:

- Facilities staff inspected all ladders on campus and disposed of 16 out of the 67 that were unsafe.
- Election of new chairperson.

Accidents and Near Misses

- A staff member tripped and fell hard, landing on cement. Medical treatment was not necessary.
- A staff member cut their finger using a mandolin to cut carrots. The staff member went to the BAH ER.
- A student chef had a pile of dishes fall on their foot. The student employee went to BAH ER.

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.

SUMNER

~~**ALLISON SEELEY 8/13/18**~~

~~8/13/18-1 Fire Extinguisher Gauge~~

~~The fire extinguisher in the hall by the men's restroom has a broken pressure gauge. Sal indicated he would check on this to see if it has been remedied. 11/29/18 Update: Completed~~

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