



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, Megan Corriea, Jason Cash, Cerise Bender

Date: October 16, 2019– Approval of August 21, 2019 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.

OLD BUSINESS

- Shawn motioned to approve July's minutes, Allison seconded this, and the motion passed unanimously.
- The group discussed door locks in OCCI and security cameras on campus.

FIRE SCIENCE

~~TONY PETERS 6/8/19~~

~~6/8/19-1 Ambulance Plug~~

~~Tony indicated that the ambulance is parked outside and is plugged in using an extension cord. Tony indicated that he does not believe the cord is properly rated and that the end is becoming frayed. Update: 10/10/19: Complete.~~

LAMPA

AUBREY SCHRADER 8/23/19

8/23/19-1: Exit Sign

In the northeast above the double doors, the exit sign bulb needs replacement.

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 10/10/19: Open

TIOGA 5TH 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 10/10/19: Open

NEW BUSINESS/AGENDA

AGENDA

- Approval of minutes
- Emergency Action Plan system that accounts for all employees after an evacuation

HAZARD INSPECTIONS

- Rec Center – Submitted by Megan Corriea 8/20/19 – No recommendations were submitted
- Sunset – Submitted by Aubrey Schrader 8/11/19
- Sitkum – Submitted by Aubrey Schrader 8/11/19 – No recommendations were submitted
- Lampa –Submitted by Aubrey Schrader 8/23/19
- Newmark Center –Submitted by Aubrey Schrader 9/19/19 – No recommendations were submitted
- Coaledo – Submitted by Amy Burgess 9/6/19– No recommendations were submitted
- Sumner – Submitted by Cindy Henry 9/11/19– No recommendations were submitted
- Facilities – Submitted by Patrick Horath 9/10/19– No recommendations were submitted

- Dining Services – Submitted by Michelle Ericson 9/11/19– No recommendations were submitted
- Fairview – Submitted by Chelsea Clemens 9/18/19– No recommendations were submitted
- Tioga 2nd Floor – Submitted by Suzan Villers 9/30/19 – No recommendations were submitted
- Tioga 3rd Floor – Submitted by Meredith Stone 9/25/19– No recommendations were submitted
- Tioga 4th Floor – Submitted by Meredith Stone 9/25/19– No recommendations were submitted
- Tioga 5th Floor – Submitted by Carol Richards 9/30/19 – No recommendations were submitted
- Dellwood – Submitted by Julianna Seldon 9/25/19 – No recommendations were submitted
- Fire Tower – Submitted by Cerise Bender 9/25/19
- B2 – Submitted by Rian Henderson 9/26/19 – No recommendations were submitted
- Eden – Submitted by James Fritz 9/27/19 – No recommendations were submitted
- PAC – Submitted by Danny Richardson 9/30/19 – No recommendations were submitted
- Randolph – Submitted by Danny Richardson 9/30/19 – No recommendations were submitted

SUNSET

AUBREY SCHRADER 6/10/19

8/11/19-1 Electrical Panel Clearance

Aubrey indicated that there was not 3 feet of clearance in front of the electrical panel as required by OSHA.

FIRE TOWER/FIRE SCIENCE

9/25/19-1 First Aid Kit

Cerise indicated that first aid kit supplies need to be replenished.

TONY PETERS 6/8/19

6/8/19-1 Ambulance Plug

Tony indicated that the ambulance is parked outside and is plugged in using an extension cord. Tony indicated that he does not believe the cord is properly rated and that the end is becoming frayed. *Update: 10/9/19 Cerise Bender indicated on her 9/25/19 inspection that this is still open.*

SUNSET

AUBREY SCHRADER 6/10/19

6/10/19-1 Electrical Enclosure

Aubrey indicated that a cover plate is missing in Room 2 in the upper northwest corner. *Update 10/10/19: Complete*

SITKUM

AUBREY SCHRADER 6/10/19

6/10/19-1 Electrical Enclosure

Aubrey indicated that cover plates are missing in the below areas. *Update 9/10/19: Complete*

— Room 11, back corner

— Room 7, back corner—

ACCIDENTS AND NEAR MISSES

- An employee cut himself with a box knife when opening a box. No treatment beyond first aid was necessary.

Next safety meeting is scheduled for October 16, 2019 at 2:00 pm in Tioga 505

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