



Safety Committee Meeting Minutes/Agenda

Chairperson: Kyle Croy
Notetaker: Nicki Clubb
Attendees: Joe Belter, Kyle Croy, Rob Aton, Kristin Davis, Mike Herbert, John Atkinson, Shawn Warren, Michael Wolf, Nicki Clubb
Date: January 16, 2024
Curry County: 541-469-5017

OLD BUSINESS

The minutes of the December 13, 2023 meeting were unanimously approved.

NEW BUSINESS

DISCUSSION

- Kyle presented the updated SWOCC safety checklist for feedback from the group. The group expressed approval for using it in the next Hazard Inspection in March and will report any issues at that time.
- Shawn will be responsible for updating the form for OCCl.
- Kyle will coordinate with IT to work on the form for PAC.
- Kyle shared a list of beneficial trainings for the group to attend. The group agreed to participate in Accident Investigation on April 18th, Safety Meetings and Committees on August 7th, and Hazard Identification and Control on December 12th. Kyle will arrange for a room for the group to attend these virtual trainings together.
- The sidewalk by Prosper is showing wear from equipment used during remodels. Facilities will address it once the remodel is complete.
- Facilities is actively addressing fallen and/or leaning trees throughout the campus.
- Shawn reported that standing water has formed puddles outside the backdoor to OCCl due to excessive rain. Kyle requested that she submit a work order to have it addressed.
- Kyle is collaborating with a company to obtain quotes for fixing the lighting in campus parking lots. The goal is to have all lights functioning and potentially add more in needed areas across campus.

ACCIDENTS AND NEAR MISSES

- A community member mis stepped and fell while playing Pickleball in the rec center, sustaining a back injury. They were taken to the ER for treatment.
- Kristin received a report about an employee falling on the sidewalk behind Sunset Hall but did not receive detailed information. No incident report was filled out, and Facilities has been unable to pinpoint the exact location of the incident.

Next safety meeting is scheduled for February 20th, 2024 at 2:00 pm in Dellwood 21.