



Safety Committee Meeting Minutes/Agenda

Chairperson: Kyle Croy
Notetaker: Nicki Clubb
Attendees: Kyle Croy, Joe Belter, Kristin Davis, Michael Wolf, John Atkinson, Rob Aton, Shawn Warren, Rachele Lyon, Nicki Clubb
Date: October 15, 2024
Curry County: 541-469-5017

OLD BUSINESS

The minutes of the August 20, 2024 meeting were unanimously approved.

NEW BUSINESS

DISCUSSION

- Kyle briefly reviewed the hazard inspections, noting common issues such as stained ceiling tiles, locked fire extinguishers, and first aid kits needing restocking. Maintenance will address these concerns. Fire extinguishers are scheduled for annual inspection during winter break in December, and Kyle will collaborate with Campus Safety to establish a monthly schedule for inspecting the locked fire extinguishers.
- The need for professional maintenance of the bridge connecting Tioga to Empire was discussed. Kyle will arrange for a professional to assess the bridge and recommend necessary repairs or replacements.
- The stairs behind Eden and Sitkum are deteriorating and pose a safety hazard. They will be assessed to determine whether repairs or a full replacement are needed.
- Rob obtained 20 fire extinguishers for hands-on training for employees and is developing a plan to implement the training sessions.
- The group reviewed the Risk Management/Safety page on myLakerLink and agreed to evaluate a few Safety Program documents at each meeting.
- Kyle updated the group on the completion of the door access project in Lampa. Work will continue in Stensland and the Mailroom next, but the project will pause while Facilities finishes setting up cameras in Housing.
- Kyle reported that lighting in the parking lots is almost complete, with a few repairs still needed. Rob requested additional lighting near the Fire Tower, as it remains dark during Campus Safety's rounds.
- Rob informed the group that classrooms in Sitkum and the upper level of Stensland now have magnets on the door jambs. In the event of an emergency, the magnets can be removed to lock the doors quickly.
- There were concerns about golf students loading and unloading in the parking lot in front of the OCCI building. The group also discussed the need to repaint directional arrows in the parking lots to ensure one-way traffic flow is clear.

ACCIDENTS AND NEAR MISSES

- An employee tripped on the edge of a sidewalk, sustaining only minor injuries. This was due to a misstep, not any issue requiring repair. After cleaning and dressing the wounds, no further medical attention was necessary.
- Another employee tripped and fell in front of the Tioga building, landing on their hands and knees. Again, this was the result of a misstep, with no repairs needed, and no medical treatment was required.
- A student slipped on water in the OCCI dish area and fell. An ice pack was provided, and no additional medical care was needed.

Next safety meeting is scheduled for November 19th, 2024 at 1:00 pm in Dellwood 21.