



**SOUTHWESTERN**  
AN OREGON COMMUNITY COLLEGE

## **Safety Committee Meeting Minutes/Agenda**

**Chairperson:** Kyle Croy  
**Notetaker:** Nicki Clubb  
**Attendees:** Joe Belter, Kyle Croy, Rob Aton, Michael Wolf, Jesse Graf, John Atkinson, Nicki Clubb  
**Date:** October 24, 2023  
**Curry County:** 541-469-5017

### **OLD BUSINESS**

- The minutes of the August 15<sup>th</sup>, 2023 meeting were unanimously approved.

### **NEW BUSINESS/AGENDA**

#### **AGENDA**

- Approval of August 15<sup>th</sup>, 2023 minutes

#### **DISCUSSION**

- Kyle and Rob will follow up with Rachele to confirm offering CPR and First Aid Certification Training during Winter Inservice.
- Rob reported that he has been unable to locate one of the previously removed AEDs. Kyle offered to help with the search. Rob also suggested considering the ZOLL brand of AEDs for future purchases, as they are compatible with local Emergency Responders' equipment.
- Kyle, Kristin, and Jesse are continuing their campus walk-through to identify and discuss any ADA-related concerns.
- The installation of electronic door locks and security cameras is ongoing across the Coos campus, with plans to install electronic door locks and a 360° camera for the Curry campus parking lot as well.
- Addressing the issue of missing hand railings in Umpqua is scheduled for Winter break.
- Kyle mentioned that he has received all hazard inspection checklists from last month except for five. Rob volunteered to complete inspections for the missed buildings and also pointed out a duplicate item on the checklist, which will be removed.
- The team reviewed findings from the recent inspections. One checklist indicated a lack of signs in the building with Campus Security information. Kyle will collaborate with Anne to ensure that a sign is placed by the exits in each building.
- Renovations are in progress for Coaledo and Sumner Hall, and there have been no reported complaints or safety concerns.
- Facilities is actively working on the repair of elevators in Tioga. A new motor has been purchased for the non-functioning elevator, and once it's received, that elevator will be operational again. The long-term goal is to eventually replace both elevators, but this project comes with an estimated cost of approximately \$230,000. Kyle is collaborating with Elise from the Foundation office to identify potential funding sources.
- Facilities is currently addressing plumbing issues throughout the campus, with a focus on identifying and resolving the source of the problems.
- Facilities has successfully repaired one of the balconies in Housing and intends to replace all of them in the future. They are also exploring the possibility of replacing the bridge to Empire at a later date.
- Rob mentioned that the report on the Michigan State shooting has been recently released. One notable recommendation that caught his attention was the idea of installing magnetic door locks on all classrooms to enhance safety. He suggested that this is something we might want to consider in the future.

## **ACCIDENTS AND NEAR MISSES**

- An employee accidentally dropped a small food storage container filled with food on her head, resulting in a minor head wound with some bleeding. She managed the injury herself and did not require professional treatment. In another incident, an employee had a fall while ascending a flight of stairs at North Bend High School during the course of her work. Additionally, a temporary student employee sustained an injury while operating a hedge trimmer, requiring a few stitches.

Next safety meeting is scheduled for November 21<sup>st</sup>, 2023 at 2:00 pm in Dellwood 21.