## Roll Call and Minutes Review

**Narrative:**

- Roll was taken
- October minutes were reviewed and approved with minor changes

**Personnel Involved:**

- All of Safety Committee
Update on Old Action Items

**Narrative:**

**Completed:**
- Felita reach out to University Communications in regards to seasonal article submission in the Currently and Virtual Viking. – Check in when fall term starts
- Heather – Work on Annual Safety Committee Report with Felita
  - Needs minor editing, vote at next meeting
- Heather talk to Jon about evacuation procedures for the International Affairs Department regarding their move into the KMC building
  - Warden training and evacuation procedures in progress
- Heather – New gas cylinders that are transported from SRTC to engineering are in need of a safe route review.

**Ongoing:**
- Mark gone. Follow up with new SMSU representative on Slips, Trips and Falls and safe event set up and accessibility
- Heather – Create Safety Committee charter protocol regarding how often we may want to conduct refresher training for continuing members. – Discuss as part of charter review
- Generate a general safety blanket statement for campus wide newsletters incorporating seasonal and annual campus event safety. – In progress
  - Felita sending out 3 links for charter statement reference

**Personnel Involved:**
- All of Safety Committee

Accident Review for September/October

**Narrative:**

- Recordable Injuries for September/October: Update at next meeting
- Non-Recordable Injuries for September/October: Update at next meeting

**Comments:**
- Update at next meeting due to HR representatives absence

**Personnel Involved:**
- Karen Kraus and all of Safety Committee

Facilities & Construction Safety Committee Update
CAMPUS SAFETY COMMITTEE MEETING
November 8th, 2017 at 1:00 PM

Narrative:
- Update at next meeting due to Facilities & Construction Safety Committee meeting rescheduling

Notes:
- Erica Follow up with Karen B. on the KMC stainless steel parapet cap on patios may burn with skin contact

Personnel Involved:
- Erica Hunsberger all of Safety Committee

Safety Committee Inspection Findings:
- Next Inspection: HGCDC
  - Preferably Before Noon: Gabrielle, Kim Harris, Chad Robertson, Jeffrey Smith, Charissa Ringo – Has been scheduled for Dec 14th
  - Scheduling Incident/Mindfulness training for HGCDC in light of many incidents - Heather

Personnel Involved:
- All of Safety Committee

Safety Committee Charter Review
- Basic Overview: Committee Responsibilities, Roles, Membership, Operations, Activities, Communications, Recordkeeping
- Send comments to Heather for review in next meeting

Personnel Involved:
- All of Safety Committee

Rounds: New Safety Concerns/Announcements:

Sarah Bartlett – SRTC called in complaint to CPSO, no response from CPSO
- Note: If CPSO is unresponsive, call back

Aaron Landreth – OIT data center wants to do some installations that may affect fire sprinkler -system
- Heather contact Jon D. for Aarons concerns on sprinkler regulations
- Recent student conduct incident prompted concerns. Student conduct issues should be reported online to dean of student Life, 4th floor Smith

Martha Ketcham – KMC Broadway entrance; large carpet on floor has curling edges which is a trip hazard

Charissa Ringo – Nothing to report
CAMPUS SAFETY COMMITTEE MEETING
November 8th, 2017 at 1:00 PM

Sarah Kenney – Had a Park Blocks surface complaint for disabled use: The City does not respond in a timely manner to requests but they have been notified of the complaint.
- Areas between new trailer placements around campus are cause for vagrant concerns
- Appropriate lighting for back of art building for safety concerns
- Pothole in the street near old McDonalds is a hazard, it has been called into the pothole line
- Annual Costumers Facilities survey, please submit
- Carey working on contract for sidewalk maintenance

Carey G. – Asked Craig if perpetrator will pay for SRTC break in, Craig working with DA

Tod B. – Recent concussions while playing sports
- PRM photo sensing lights need to be reset for evening lighting as well as nighttime

Erica H. – Nothing to report

Gabrielle C. – Nothing to report

Craig W. – Tuesday early morning there was a shooting dispatch to private property of Subway, victim died on scene, no known university affiliates
- New police Chief Starting in December- Invite to Safety committee in coming months

Peter D. – Upcoming engineering accreditation

Heather R. – New emergency planning committee for Stott center opening, new building procedures in progress.

Summary of October Meeting Action Items:

Ongoing:
- Mark gone. Follow up with new SMSU representative on Slips, Trips and Falls and safe event set up and accessibility
- Heather – Create Safety Committee charter protocol regarding how often we may want to conduct refresher training for continuing members. – Discuss as part of charter review
- Generate a general safety blanket statement for campus wide newsletters incorporating seasonal and annual campus event safety. – In progress
  - Felita sending out 3 links for charter statement reference
- Erica – Follow up with Karen B. on the KMC stainless steel parapet cap on patios may burn with skin contact
- Heather – Scheduling Incident/Mindfulness training for HGCD in light of the many recent incidents
- Heather – Contact Jon D. for Aaron in regards to OIT concerns for sprinkler regulations
- Erica – Talk to Karen B. in regards to the large carpet in the Broadway KMC entrance has curling edges which is a trip hazard
Meeting Adjourned at 2:13 p.m.

Next Meeting: December 13th, 1:00 p.m.