Roll Call and Minutes Review
Narrative:

- Craig Whitten – permanently replacing Nick Weltch until further notice
- June minutes approved

Personnel Involved:

- All of Safety Committee
Finalize & Vote on Annual Safety Committee Report – Everyone

Narrative:

- Edits to member details:
  - Karen Barnack – change department from Facilities and Property Management to Environmental Health and Safety
  - Change Carey Gibbar from position (Trades Maintenance Coordinator) to department (FPM)
  - Lindsay – change from position (biology lab preparatory) to department (biology)
  - Tom Bennett – remove position title
  - Todd – remove position title
  - Heather – remove position title
  - Mark – remove position title
- Add that Scott Jaqua ran a hazard recognition workshop to “Train Committee Members”
- Update footer to reflect current year
- Add goal – work with HGCDC* to reduce incidents (*amend to all childcare)
  - Question – We never seem to hear from SMSU and Little Vikings, is this because there are no incidents or they aren’t reporting?
- Question - Are near misses reported and should they be discussed at safety committee meetings?
  - Add goal – propose method for reporting near misses
    - Want to make sure there is a mechanism for follow-up – work orders, CPSO, etc.
- Question - Is additional clarification of training needed?
  - Student training? Rec Center and CPC/FPM student worker trainings?
  - Question - Is there a way to review what is being done for CPC/FPM and seeing if could be helpful for other student employees (SMSU, Rec)?
    - Todd/Marc now report to same person and have discussed commonalities between facilities – would like things streamlined
    - Add goal – expansion of student training for non-FPM/CPC
- Report approved by all

Personnel Involved:

- All of Safety Committee
CAMPUS SAFETY COMMITTEE MEETING
July 13, 2016 at 1:00 PM

Accident Review for June
Narrative:

- **Hand bite**
  - Student worker at HGCDC
  - Worker was holding hands with a child when the child bit the back of her hand
  - Worker had broken skin, swelling, possible ligament damage, and missed work

- **Arm jar**
  - Electrician
  - Worker was tossing can lights into the Landscaping Yard dumpster when the light hit on the edge and jarred the arm and a pop was felt, further movement caused pain
  - Karen has already followed up with Facilities Safety Committee and held discussion about dumpsters and safety

- **Eye poke**
  - Research assistant
  - Poked white of eye with pipette as she rubbed her face with her arm
  - Heather will ask Scott Jaqua to follow up

- **No 801 filed**
  - Two safety officers
    - 1st - Reported pain after chasing suspect
    - 2nd - Received bed bug bite when hanging out on furniture in Res Hall. Submitted photo, unconfirmed identification of insect.
  - Student worker at commencement felt extreme pain in leg and immediately fell over

Personnel Involved:

- Karen Kraus and All of Safety Committee

Honors House Inspection
Narrative:

- Initially supposed to be Honors and Harder House, but spent an hour at Honors House and did not have time for Harder House
- Potential trip hazard – hole in the floor
- Correct power strip use throughout space
- Work orders submitted for open electrical sockets and light fixtures in the basement and janitorial closet
CAMPUS SAFETY COMMITTEE MEETING
July 13, 2016 at 1:00 PM

- Expired eye wash bottle – not correctly signed, needs to be updated to redirect to SB1 for further flushing
- Discussion about how frequently windows are open – large opening creates hazard
- Some rotting window sills and peeling paint on baseboards

Personnel Involved:

- Karen Barnack, Jon Davis, and Krystal Tanner

Facilities Safety Committee Update
Narrative:

- Usually Carey gives updates, but Karen will give since he is absent
- Guest speaker at last meeting – Julie Weissbuch Allina from SHAC talked about the smoke and tobacco free campus policy
  - Julie visited because crews are cleaning up butts, etc. and had lots of questions
  - The policy is meant to empower people to inform others
  - The policy is meant to educate, not enforce, CPSO will only educate unless people become belligerent
  - SHAC is looking for student volunteers to help educate people
  - Old signage needs to change on buildings – change smoking sign distance from doorways from 25 to 10 ft.
  - It would be helpful if crews started tracking time spent cleaning up and fires started due to cigarette butts to help get funding
  - Not the committee’s job to enforce, but they can choose to educate
- Landscape Yard Inspection discussion
  - New supervisor – Steve Billings
  - The Landscaping Yard is located between Peter Stott Center (PSC) and the West Heating Plant
  - The layout will be changing due to PSC renovations – Connex trailers, etc. may move to the golf green south of PSC
  - There were lots of questions and issues brought up during the inspection
    - Concerns about security with homeless population going through property, etc.
    - There will be a training scheduled with CPSO – talk to Peter Ward

Personnel Involved:

- Karen Barnack and All of Safety Committee
Update on Old Action Items

Narrative:

- Heather – met with Krystal to discuss chairing the committee
- Heather, Krystal, Mark – met to prepare the annual report
- Karen/Jon – changes to current inspection form are as follows:
  - Change aisles, etc. to 36 inches of clearance in egress paths
  - Add to fire extinguisher – 18 inches of clearance
  - Add – “Is there 18 inches of clearance to all life safety equipment – pulls, strobes, etc.?“
  - Add – “Does the department have an Evacuation Warden?“
  - Everyone agrees that changes are fine
- Heather/Karen – met with the SAIF representative - the next step will be to arrange time to look through campus areas of concern
- CPSO got a fire extinguisher
- Heather – has reached out to someone she thinks would be great for committee, but hasn’t heard back yet.
  - Krystal has recently spoken to her and will mention it to her when she talks to her next.

Personnel Involved:

- All of Safety Committee

New Business/Safety Concerns

Narrative:

- The Fire Marshall will be on campus later this month to inspect SMSU, SRTC, maybe more
  - James is available for the inspection on the 25th (SMSU)
- PSC – the crane will be coming later this week, tennis courts have been removed on roof, Stott Field has had the turf replaced.
- KMC – next week will be pouring the overhang
- Let’s talk about the emergency operations plan next time - Heather

Personnel Involved:

- All of Safety Committee
CAMPUS SAFETY COMMITTEE MEETING
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Action Items

- Follow up on question from annual report goals – “We never seem to hear from SMSU and Little Vikings, is this because there are no incidents or they aren’t reporting?”
- Follow up on student training streamlining and near miss filing annual report goals?
- Heather – follow-up with Scott Jaqua about lab worker eye poke incident.
- Karen Barnack – Follow up with Peter Ward/CPSO about scheduling a training for Landscaping Yard and interactions with people camping near and entering Landscaping Yard.
- Krystal – add Heather to next meeting for a discussion of the emergency operations plan
- Heather/Karen – update on next steps with SAIF representative – i.e. looking at campus areas of concern
- Heather/Krystal – update on recruiting new committee member

Meeting Adjourned at 2:00 p.m.