05/14/2014 Attendees:

**Employer Representatives:**
- Todd Bauch – Student Development – Student Affairs
- Nick Weltch – Campus Public Safety
- Heather Randol - Environmental Health and Safety Director
- Jill Jones – Facilities and Construction Safety Officer

**Employee Representatives:**
- Tom Bennett – Civil and Environmental Engineering
- Lindsay Henderson – Biology
- David Fetter – OIT

**Ad –hoc Attendees:**
- Raychel O’Hare - EH&S support member
- Bob Happel – Fire and Life Safety Officer

**Absent Members:**
- Robert Grondin - Facilities & Property Management
- Mark Russell – Operations Manager, SMSU
- Luis Perez – ASPSU Senator
- Kristin Smith – Human Resources
- Eric Franklin - Fine Arts
- Nikki Kress – Transportation and Parking Services

**Issues Discussed:**

**Introductions and March Minutes Approved**

**Narrative:**
- Roll was taken
- The April Minutes were not approved due to lack of attendance. (Minutes were approved later when David Fetter arrived and the minimum number of participants was reached.)

**Personnel Involved:**
- All of Safety Committee
Accident Review
Narrative:

- Accident review was not conducted as Kristin was absent. Will continue in June.

Personnel Involved:
- Todd Bauch

Art Building Inspection
Narrative:

- The Art Building was inspected and Jill has sent out the report.
- Jill, Bob, David, and Eric were present at the inspection.
- Bob reported that the basement had been cleaned up nicely, and there were only some Christmas lights on the sprinklers that needed to be removed.
- Jill noted that there were a few items blocking egress, doors that needed to be signed, and broken lights. Overall things looked good, with a few storage issues.
- Inspections are now complete for the second quarter; another is not needed until July-September.

Personnel Involved:
- Jill Jones, Bob Happel, and Heather Randol

First Aid and CPR/AED Training Update (Budget)
Narrative:

- Heather said that Kristin received a report from HR, and not even $2000 has been spent. There is a possibility that SHAC undercharged for classes ($35 instead of $65)
- Kristin found out that the budget will roll over and will not expire.
- There may possibly be one more CPR class this term, as people seem to be appreciative of the training.
- There is most likely enough funds for another year of classes, plus something else.

Personnel Involved
- Heather Randol

New Member Search
Narrative:

- The committee is still looking for a new safety committee member to represent faculty.
- There were the following recommendations:
CAMPUS SAFETY COMMITTEE MEETING

- Pauline Paulson (spelling?) in Cramer Hall, recommended by Nick
- Heather said she may have some recommendations from Scott and Chuck

**Personnel Involved**
- Todd Bauch

**Safety Break for Oregon**

**Narrative:**
- Today’s Safety Break for Oregon had a good turnout.
- This was the first year something was organized at PSU, although it is the third year for the program.
- The event included pizza, safety videos, and acknowledgement of Facilities Safety Committee members, and two student workers who were recognized for safety.

**Personnel Involved**
- Jill Jones

**Facilities and Planning Safety Committee Debrief**

**Narrative:**
- The committee has been spending time recently on quarterly inspections. The recent focus has been the area underneath Montgomery House.
- There is also an earbud policy in the works, as people have been complaining.
- There was a near miss in Stores with a door, as well as an injury in housing with items being moved.
- Heather mentioned that Brian Roy has asked her to coordinate with Don Johanson to investigate what PSU and other universities are doing regarding safe driving.

**Personnel Involved:**
- Jill Jones and Heather Randol

**Other Items**

**Narrative:**
- It’s time to start thinking about the next Safety Committee Chairperson
  - Todd is finishing up two years as the chair, and mentioned that it had been discussed that the committee is trying to get a non-EH&S person to take over.
  - Add to June’s Action Items – find chairperson
- The Annual Report will be pulled out for review in June, and the next one written by the end of July.
The previous report needs to be reviewed to evaluate how the committee has done with its goals.

- Meeting Minutes were approved with David’s arrival, as the minimum number of participants had been reached.

**Personnel Involved:**
- Todd Bauch and All of Safety Committee