7/11/2012 Attendees:

**Employer Representatives**

- Mark Russell – Operations Manager, SMSU
- Bryant Haley – Emergency Manager, CPSO
- Todd Bauch - Student Development - Student Affairs
- Heather Randol - Environmental, Health and Safety Manager
- Kristin Smith – Human Resources
- Ad hoc member: John Burnham – Assistant Director Environmental Health and Safety

**Employee Representatives**

- Lindsay Henderson- Biology - Liberal Arts & Sciences
- Jason Mitchell - Facilities
- Tom Bennett - Civil & Environmental Engineering
- Eric Franklin – Fine Arts

**Issues Discussed:**

**Minutes Approved**

**Narrative:**

- The Committee approved the June meeting minutes
- Discussion of membership, based on the June minutes, included:
  - Confirmation that Robert Grondin from Facilities has joined the committee, although he is unable to attend today
  - Don Johansen, or someone from risk management, would be a good addition to the committee; Heather will follow up with him
  - Lorne Isabel, from the College of Engineering, would be a good faculty representative; Tom will follow up with him.

**Personnel Involved:**

- All of Safety Committee.

**Accident Review**

- There were no accidents to review since the June safety committee meeting.

**Personnel Involved:**

- All of Safety Committee
**Election of Chair**  
**Narrative:**  
- Todd Bauch was elected as the new Safety Committee Chair.

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

**Review of Safety Committee Accomplishments for Fiscal Year 12**  
**Narrative:**  
- Redid the Safety Committee Charter  
- Clarified role of the safety committee and reviewed applicable OR-OSHA regulations  
- Planned for hazard identification training and targeted quarterly inspections.  
- SAIF provided SIM 4 training  
- Met with Phil Zerzan

**Action Item:**  
- Mark Russell to summarize accomplishments in an annual report.

**Hazard Identification Training**  
- Heather and John presented training that reviewed checklist subject areas including Slips Trips and Falls; Fire Safety; and Chemical Safety  
- Training to be completed at next meeting.

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