

OSHA Safety/Energy Committee Minutes
March 15th, 2016

Present: Tom Neal, Susan Griffin, Allen Risen, Heather Mercer, Nora Solvedt, Adria Gredvig, Shirley Hill, and, Kristin Mauro

Absent: Rebecca Chiles, Chelsee Blatner, Shelly Clark, Mike McGlade, Rhys Finch, Julie Grammer, and Kimber Townsend

Meeting was called to order at 2:03pm.

Review of Minutes:

- February 16th minutes approved with corrections 5-0-0
 - Tom made the motion, Heather seconded

Building Inspections: 2 buildings were inspected; deficiencies noted during February inspections included, but are not limited to:

- A blocked fire extinguisher and an extinguisher with low pressure
- 5 emergency lights not working
- And outside wall fixture cover was off, exposed wires
- A box of boil out cleaner has moisture in it, may need to go to waste
- Belt guards are missing
- A junction box cover is missing
- Use of extension cords – need an outlet or a longer power strip
- An expired eye wash bottle

Injury Review: Three injuries reported this month

Type of Accident	Findings	Recommendations
A student employee received a small cut on arm while washing a hotel serving pan. The cut became infected causing blood poisoning to go up arm.	<ul style="list-style-type: none"> • Poor quality/low price hotel pan, producing a sharp edge from stamping during manufacturing 	<ul style="list-style-type: none"> • Purchase better quality pans not having sharp edges • Maintenance to inspect and sand/file all pans with sharp edges
A student employee ran a sewing machine needle through her index finger while sewing a costume. The employee went to the Student Health Center. The Student Health Center recommended she go to West Valley Hospital in Dallas to be x-rayed. The needle did not hit bone.	<ul style="list-style-type: none"> • In a hurry to meet the next day deadline • Sewing a thick seam that required installing elastic between the two pieces of material while using a zig zag type stitch • The sewing machine was not defective 	<ul style="list-style-type: none"> • Slow down • Remove foot off of control peddle when stretching elastic • Keep fingers at least ¼ inch from material pressure foot edge
A student employee tripped and fell walking up metal steps at Valsetz loading dock hitting head on the concrete floor.	<ul style="list-style-type: none"> • Employee misjudged the step catching the toe of his shoe on the step's front edge. This caused him to fall forward hitting his forehead on the concrete flooring of the loading dock • Employee refused medics response for an evaluation • Employee was tired from writing a paper until 3am • Metal steps attached to loading dock has handrails and no defects 	<ul style="list-style-type: none"> • Get more rest prior to coming to work • Be aware of surroundings and insure good footing while using the stairs

Conservation Committee Update:

- Water is staying even with what was budgeted
- Electricity is ahead. Should be \$25,000 - \$30,000 to the good
- Gas is ahead. Should be \$50,000 - \$60,000 to the good

Round Table:

- Susan was impressed at how quickly the campus was cleaned after the big wind storm. She came to work right after 7am and the area in front of her building was already cleared of debris
- The Woodcock building is on schedule. Staff should start moving in in July
- The Ed Building will be shut down for a year and then used as flex space

Next Meeting: April 19th, 2016, HL 205, 2pm

Meeting adjourned at 2:23pm