Occupational Safety Committee Meeting Minutes  
October 20, 2015

Present: Schuyler Asman, Tom Neal, and Susan Griffin, Angie Barry, Adria Gredvig, Allen Risen, Heather Mercer, Mike McGlade, Rhys Finch, and Nora Solvedt,

Absent: Chelsee Blatner, Kimber Townsend (Chair), and Rebecca Chiles,

Meeting was called to order at 2:02pm.

Review of Minutes:
➢ 9/15/2015 minutes approved 7-0-0 as amended
  o Tom made the motion, Nora seconded

Building Inspections: 13 buildings were inspected; deficiencies noted during the September inspections included, but are not limited to:
  • Broken light covers
  • Missing ceiling tiles
  • Blocked fire panels
  • Door alarms dead
  • Elevator call box not working
  • Emergency lights not working
  • If eye wash has been expired and there has been 2 or 3 notices, Allen is dumping it
  • Allen is sending copies of the building inspection forms to Building Managers

Injury Review: See below
  • The recent injuries went to Allen’s email spam folder. Allen did not have time to review them so they will be discussed at the next meeting.

Conservation Committee Update:
  • Natural Gas is lowering their rates effective 11/1/15 15 – 20%
  • The remaining utilities are within boundaries

<table>
<thead>
<tr>
<th>Type of Accident</th>
<th>Findings</th>
<th>Recommendations</th>
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| An employee was burned by hot oil while cleaning the deep fryer | • Wiping oil off equipment with terry cloth rag  
• Did not expect the rag to slip on the oil covered rim  
• Was not wearing PPE gloves  
• In a hurry | • Wear gloves while cleaning and wiping off hot surfaces  
• Slow down |

Next Meeting: November 17, 2015, HL 205, 2pm

Policy Statement: final draft discussion tabled until the next meeting

Round Table:
  • Alert
  • Lockdown
  • Inform
  • Counter
  • Evacuate

Training discussion. Officer Jackson will be doing more. Keep any eye out for the emails on upcoming trainings.

A drill was held on campus during the nationwide Great ShakeOut earthquake drill. This was held on October 15, 2015 at 10:15am.

This meeting was adjourned at 3:35pm