Safety and Health Committee Meeting Minutes

September 23, 2021

2:15 PM – 3:00 PM

Bldg. 25 Boardroom and Zoom Meeting

Present: Donna Ching, Carolyn Clark, Samantha Dotson, Nicole Gugliotti,

Susan Locke, Karl Shenkel, Vida Sherrard-Hannon, Kamber Smith,

Wendy Spengler, Tysha Tolefree, Chris Vella, Amy Warren, and

Dylan White

Absent: Tim Goebel, Tiffany Johnston (teaching), and Sheryl Kermoade

Faculty Members: Ray Bateh, Sarah Kaip, and Scott McLean (newly confirmed)

Meeting was called to order by Tysha Tolefree at 2:15 p.m.

The February 2021 and May 2021 draft minutes will be voted on at the next meeting.

Co-Chairs for this committee are Wendy Spengler & Dylan White.

1. Reports
2. Fire alarm inspections have been conducted for the last two-three weeks. Minor deficiencies were found and will be corrected. Dylan will send Karl the list of deficiencies. Maintenance will do the minor repairs.
3. Five-Year sprinkler inspections need to be conducted. This will be bid and scheduled.
4. Accident Investigation:

There were two accidents since the last meeting.

1. A dental student got their finger poked.
2. An employee filling the tank of the tractor with gas got some splashed in their eye.
3. L&I Report
4. The claim information has updated.

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| --- | --- | --- | --- | --- | --- |
|  **FY** **2020-2021** | **# of Claims** | **$$** | **FY** **2021-2022** | **# of Claims** | **$$** |
|  |  |  |  |  |  |
| July 2020 | 1 | $483.55 | July 2021 | 0 | $0.00 |
| August 2020 | 1 | $385.13 | August 2021 | 0 | $0.00 |
| September 2020 | 1 | $3,363.95 | September 2021 | 0 | $0.00 |
| October 2020 | 0 | $0.00 | October 2021 |  |  |
| November 2020 | 0 | $0.00 | November 2021 |  |  |
| December 2020 | 0 | $0.00 | December 2021 |  |  |
| January 2021 | 0 | $0.00 | January 2022 |  |  |
| February 2021 | 0 | $0.00 | February 2022 |  |  |
| March 2021 | 0 | $0.00 | March 2022 |  |  |
| April 2021 | 0 | $0.00 | April 2022 |  |  |
| May 2021 | 0 | $0.00 | May 2022 |  |  |
| June 2021 | 1 | $285.00 | June 2022 |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Year** | **# of Claims/Year** | **Average Claims/Month** | **Yearly Cost** | **Monthly Average Cost** |
| 2015-2016 | 87 | 7.25 | $78,342.27 | $6,528.52  |
| 2016-2017 | 74 | 6.17 | $49,363.97 | $4,113.66 |
| 2017-2018 | 64  | 5.33  | $42,791.77 |  $3,565.98 |
| 2018-2019 | 35 | 2.91 | $25,858.31 | $2,154.86 |
| 2019-2020 | 20 | 1.67 | $14,823.87 | $1,235.32 |
| 2020-2021 | 4 | 0.33 | $4,517.63 | $376.47 |
| **2021-2022** | **0** | **0** | **$0.00** | **$0.00** |

(The claims and dollar amounts that are reported in the L&I Report: The claims listed above are from present and past employees that were injured on the job and are still claiming benefits. The original accident could have happened many years ago. Payments for these claims come out of the state L&I account and may or may not have anything to do with what we are currently paying to L&I out of our paychecks.)

1. Health & Wellness Update
2. The new Health and Wellness Coordinator is Kamber Smith.
3. The Health & Wellness fair will not take place in 2022 due to the kickoff of ctcLink, which would have been about the same time.
4. Virtual blood drive is planned for October.
5. Arrangements for the Flu shot to be administered on campus is in the works.
6. Smart Health information is located on the Human Resources website.
7. Financial Wellness – Twin Star Credit Union – free educational portal.
8. Health and Wellness is important but staff cannot get together now.
9. COVID attestation – About 90% done. Most of the remainder of the staff are part-time people. Contractors and visitors need to follow the same rules. If a staff person has not attested or received a medical or religious exemption by October 18, they will be terminated on October 19.
10. Emergency Management

Not at this time.

1. Old Business

None.

1. New Business
2. Health and Wellness building ramp – add safety features for the steep slope issue.
3. Lot E – assessment is being done on how to fix the unsafe path that people take from Point A to Point B (because it is the shorter route).
4. Reporting accident reports: When an accident occurs and help is needed, Call 911. Then call Security. Security personnel will take the report.

The Incident Report Form is on the Security website. The filled out incident report form is routed from Security to HR (just in case it becomes a L&I claim).

1. Need a resource for COVID testing sites.

The meeting adjourned at 2:50 p.m.

Our next meeting is scheduled for:

**October 28, 2021**

**2:15 PM – 3:00 PM**

**Bldg. 25 Boardroom and Via Zoom**

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| **PLEASE PUT THESE** | Date | Time | Location |
| **MEETING DATES ON**  | November 18, 2021 | 2:15pm-3:00pm | Bldg. 25 Boardroom or Zoom |
| **YOUR CALENDAR:** | December 23, 2021 | 2:15pm-3:00pm | Bldg. 25 Boardroom or Zoom |
|  | January 27, 2022 | 2:15pm-3:00pm | Bldg. 25 Boardroom or Zoom |
|  | February 24, 2022 | 2:15pm-3:00pm | Bldg. 25 Boardroom or Zoom |
|  | March 24, 2022 | 2:15pm-3:00pm | Bldg. 25 Boardroom or Zoom |
|  | April 28, 2022 | 2:15pm-3:00pm | Bldg. 25 Boardroom or Zoom |
|  | May 26, 2022 | 2:15pm-3:00pm | Bldg. 25 Boardroom or Zoom |
|  | June 23, 2022 | 2:15pm-3:00pm | Bldg. 25 Boardroom or Zoom |