

Safety and Health Committee Meeting Minutes

December 27, 2018

2:15 PM – 3:00 PM

Bldg. 25, Boardroom

Present: Carolyn Clark, Mekaela Gladden, Lacy Neal, Rob Shailor, and Karl Shenkel
Absent: Raymond Bateh, Al Brown, Donna Ching, Tim Goebel, Nicole Gugliotti, Sheryl Kermoade, Dave Knoblach, Dana Larson, Scott McLean, Lara Semidei, Vida Sherrard-Hannon, Chris Vella, and Missy Yates

Meeting was called to order by Rob Shailor at 2:15 p.m.

The October and November Safety & Health Committee meeting minutes were approved.

I. Reports

A. Review of Safety and Health Inspections:

Quarterly Fire inspection took place during this reporting period. All discrepancies were minor in nature and have been taken care of.

II. Accident Investigation:

A. Review of accident/injuries reported – Three (3) incidents were reported.

1. Culinary student was using the meat slicer and reached below the guard to keep the meat from sliding. The tip of their finger on the right hand was sliced off (recommended culinary re-train and provide supervision).
2. Employee was cleaning GTAW filler rods in the Welding Department. One of the rods pierced their finger and palm causing a superficial puncture wound.
3. Employee was coiling laptop chargers and cords. One of the cables was pulled too fast and struck the employee's left eye. (pending supervisor report).

III. L&I Report

A. For the month of October 2018 there were three (3) claims totaling Four Thousand Five Hundred Forty-Seven Dollars and Forty-Three Cents (\$4,547.43). The College has not received claim information for the month of December 2018.

<u>FY</u> <u>2016-2017</u>	<u># of</u> <u>Claims</u>	<u>\$\$</u>	<u>FY</u> <u>2017-2018</u>	<u># of</u> <u>Claims</u>	<u>\$\$</u>
July 2017	8	\$8,785.08	July 2018	4	\$1,874.89
August 2018	8	\$4,924.72	August 2018	4	\$2,415.72
September 2017	4	\$2,188.95	September 2018	3	\$3,535.80
October 2017	7	\$3,419.15	October 2018	3	\$4,547.43
November 2017	10	\$5,734.10	November 2018	3	\$5,375.76
December 2017	7	\$4,093.78	December 2018		
January 2018	5	\$5,559.80	January 2019		
February 2018	3	\$1,688.23	February 2019		
March 2018	3	\$1,656.64	March 2019		
April 2018	3	\$1,624.19	April 2019		
May 2018	5	\$1,860.18	May 2019		
June 2018	1	\$1,256.95	June 2019		

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	17	3.4	\$17,749.60	\$3,549.92

(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.)

IV. Health & Wellness Update

- A. Currently recruiting staff and faculty to join the 2019 Workplace Wellness Committee. You do not have to be a member of the Safety & Health Committee.
- B. Tentative dates for Flu vs. Cold Campaign is January 9th – 11th.
- C. Tentative date for the National Blood Donor Month Blood Drive & SmartHealth Activity Challenge is January 31st.
- D. Spring Health Fair is tentatively scheduled for May.

V. Emergency Management

- A. Test of the ShoreTel phones in conjunction with IT and 911 dispatch. The building and room number has been added to the phone system so that when 911 is called it gives the dispatch the exact location of the caller.
- B. Inclement weather prep
- C. Cold weather tips

VI. Old Business

None

VII. New Business

None

The meeting adjourned at 2:40 p.m.

Our next meeting is scheduled for:

January 31, 2019
2:15 PM – 3:00 PM
Building 25, Boardroom

PLEASE PUT THESE MEETING DATES ON YOUR CALENDAR:	Date	Time	Location
	January 31, 2019	2:15pm-3:00pm	Bldg. 25 Boardroom
	February 28, 2019	2:15pm-3:00pm	Bldg. 25 Boardroom
	March 28, 2019	2:15pm-3:00pm	Bldg. 25 Boardroom
	April 25, 2019	2:15pm-3:00pm	Bldg. 25 Boardroom
	May 30, 2019	2:15pm-3:00pm	Bldg. 25 Boardroom

	June 27, 2019	2:15pm-3:00pm	Bldg. 25 Boardroom
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