

Safety and Health Committee Meeting Minutes
 Bldg. 25, Room 138
 January 26, 2017
 2:15 PM – 3:00 PM

Present: Al Brown, Donna Ching, Carolyn Clark, Sarah Kaip, Sheryl Kermoade, David Knoblach, Dan Martinson, Robert Shailor, Karl Shenkel, Vida Sherrard-Hannon, Samantha Soto, & Frank Veselovsky
 Absent: Raymond Bateh, Laurie Choate, Tim Goebel, John Harold, Chris Vella and Missy Yates
 Guest: Kandi Bauman

Meeting was called to order by Rob Shailor at 2:18 p.m.

Motion was made to approve the November and December minutes by Sheryl. The motion was seconded by Karl. November and December minutes are approved.

I. Reports

A. Review of Safety and Health Inspections:

1. None were conducted during this reporting period.

II. Accident Investigation:

A. Review of accident/injuries reported

There were three (3) slip and fall accidents. All involved employees of either SPSCC or the EDC. Two occurred on the Olympia campus and one occurred on the crosswalk near the Lacey campus. The Olympia campus incidents occurred near bldg. 21 & 25 and also near bldg. 27.

III. L&I Report

The January information is not available at this time.

<u>FY</u> <u>2014-2015</u>	<u># of</u> <u>Claims</u>	<u>\$\$</u>	<u>FY</u> <u>2015-2016</u>	<u># of</u> <u>Claims</u>	<u>\$\$</u>
July 2015	6	\$4,485.13	July 2016	5	\$3,679.85
August 2015	4	\$4,168.23	August 2016	9	\$7,568.25
September 2015	6	\$7,289.61	September 2016	6	\$2,838.91
October 2015	10	\$4,569.05	October 2016	4	\$3,884.86
November 2015	7	\$2,170.81	November 2016	5	\$3,942.87
December 2015	7	\$1,915.50	December 2016	6	\$3,241.61
January 2016	6	\$6,004.01	January 2017		
February 2016	7	\$3,508.87	February 2017		
March 2016	8	\$15,134.67	March 2017		
April 2016	8	\$18,805.67	April 2017		
May 2016	9	\$4,493.57	May 2017		
June 2016	9	\$5,797.15	June 2017		

(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.)

The college has contracted with the Department of Corrections to help in the grounds area. The college pays L & I premiums for these workers while they are here. Recently, a worker got hurt when a tree fell on him. Department of Corrections workers have been working on the college, under supervision, for years. (No incident report at this time.)

The new incident report form is great but some forms are being turned in without the supervisor's signature.

IV. Health & Wellness Update

- A. Flu packets were handed out the 2nd week of January on both campuses. Packets were put together by the Nursing students. This was another great success. Packets were picked up very quickly.
- B. Spring Health Fair: The committee's first meeting is scheduled for February 6th. If you would like to volunteer to be on the committee please contact Samantha. Student Life, Nursing, Dental, etc. will be participating and helping to coordinate this event - May 2017.

V. Emergency Management

- A. COOP (essential functions and ability to replicate) – The object is to keep the college running after a disaster. Some functions can be handled from alternate locations, if available. The locations are being worked on.
- B. Influenza epidemic & Mumps outbreak: Area hospitals in Thurston County are having a hard time keeping up with the flood of people going to emergency rooms with flu like symptoms. St. Pete's Hospital officials say every bed is occupied and people are being routed to other local hospitals.

VI. Old Business

None.

VII. New Business:

- A. Shelter-in-Place drill – was conducted on the Olympia campus on January 25th - bldgs. 23 and 25 only. Kelly Green sent out an email, prior to the event, explaining what was to happen. The entire drill took 12 minutes from start to end. Work is being done to get emergency messages on all college monitors.
- B. Trafficalm radar sign (grassroots) – is going in for repair or replacement. Sign was placed near bldg. 35 and 25 out of 30 cars slowed down and near bldg. 22 where everyone slowed down.
- C. Approved meeting minutes are sent out via email to the college community. Donna will work with Lynn Dignan to have a link added to the Health and Wellness page so that minutes can also be accessed from there.
- D. Emergency food kits. Some of the old emergency food kits are still around and outdated. The college stopped issuing/replacing kits around 2010 or 2011 due to the cost and limited shelf life. First Aid kits are the responsibility of the department for purchasing and replenishing. One defibrillator is located in every building.
- E. Dave reported that the bldg. 35 vending machines were broken into. The vendor did not report this to Security.
- F. A request to all faculty and staff has gone out to complete a survey on workplace safety. The safety survey is administered by the Department of Enterprise Services, Office of Risk Management together with the State Agency Safety Professionals Alliance. The 2017 Safety Survey will be open until February 28, 2017. (The last survey was administered in 2014.)

The meeting adjourned at 2:53 pm.

The next meeting is scheduled for:

February 23, 2017
2:15 PM – 3:00 PM
Building 25, Boardroom

PLEASE PUT THESE	Date	Time	Location
MEETING DATES ON	March 30, 2017	2:15pm-3:00pm	Bldg. 25, Room 203 (Brdm)
YOUR CALENDAR:	April 27, 2017	2:15pm-3:00pm	Bldg. 25, Room 203 (Brdm)
	May 25, 2017	2:15pm-3:00pm	Bldg. 25, Room 203 (Brdm)
	June 29, 2017	2:15pm-3:00pm	Bldg. 25, Room 203 (Brdm)