

Safety and Health Committee Meeting Minutes
 Bldg. 25, Room 138
 March 30, 2017
 2:15 PM – 3:00 PM

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

Meeting was called to order by Rob Shailor at 2:17 p.m.

The approval of the January and February Safety & Health Committee meeting minutes: It was moved by Sheryl and seconded by Carolyn that the January and February Safety and Health meeting minutes be approved.

I. Reports

A. Review of Safety and Health Inspections:

1. Olympia Fire Department conducted its semi-annual inspection of the campus. Two issues were identified: 1) Ceiling tile needed to be reinstalled, and 2) Items were blocking the hot water heater in the custodial closet and needed to be moved.
2. Semi-annual Fire Protection Services testing and inspection - testing of the fire alarm systems (strobes and hear tones or horns) was conducted on March 28th and 29th. An email was sent ahead of time to inform the staff of the system testing.

II. Accident Investigation:

A. Review of accident/injuries reported

1. An employee tripped over a backpack lying on the floor. Recommendation: Keep walkways clear and backpacks under the desk.
2. An employee strained their back while throwing garbage into the compactor. Recommendation: Ask for help when lifting heavy objects.

III. L&I Report

For the month of March, there were five (5) claims totaling Four Thousand Five Hundred Fifty-Six Dollars and Fifty-One Cents (\$4,556.51).

<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	7	\$5,675.86
February 2016	7	\$3,508.87	February 2017	4	\$2,751.86
March 2016	8	\$15,134.67	March 2017	5	\$4,556.51
April 2016	8	\$18,805.67	April 2017		
May 2016	9	\$4,493.57	May 2017		

June 2016	9	\$5,797.15	June 2017		
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(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. Spring Health Fair: May 24, 2017, 11am-1pm. Thirty groups have been invited to participate. There are four main topics and the groups will be divided into financial, nutrition, body, and spiritual/mindfulness wellness. Samantha will see that a flyer is sent out.
- B. Finals week healthy snacks: another great turnout by students and staff for fruits and vegetables during the first three days of finals week outside the library in Bldg. 22. Samantha, Sheryl, Rita Summers, Laurie, and Donna were the volunteers for this quarter.
- C. Health & Wellness conference: Samantha attended a health & wellness conference last week. She came away with lots of good ideas i.e. teaming up with TESC (The Evergreen State College) for challenges.
- D. Rob announced that the Veterans are planning another 5K run/walk around campus around Memorial Day.

V. Emergency Management

- A. Tanya Mote and Anne Larsen are working on a grant for the college with Puget Sound Energy to provide emergency supplies for students and staff. (Kits would consist of items such as blankets, emergency information, flashlights, etc.)
- B. The college no longer maintains disaster kits in every building. However, two large kits exist. One is located in building 31 storage and the other in facilities.
- C. Dave suggested that the college purchase some water purifiers and jugs. There is plenty of water in the creek and the water would be drinkable with the purifier.
- D. Thurston County Emergency Management Coordination Center
 1. Sign up for the Thurston County Community Notification System or AlertSense – for emergency alerts and community notifications. Here is the link:
<http://www.co.thurston.wa.us/em/AlertSense/index.htm>.
 2. Currently a two week supply of food is recommended for emergencies.
- E. St. Pete's Hospital is still at capacity for beds due to the flu, etc.

VI. Old Business

None.

VII. New Business:

- A. American Cancer Society – has a goal of 80% for colorectal screening by 2018. SPSCC is one of the employers to sign up.
- B. Speaker next month is from the American Cancer Society on 80% by 2018 - campaign on colorectal screening.

The meeting adjourned at 2:47 pm.

The next meeting is scheduled for:

**April 27, 2017
2:15 PM – 3:00 PM
Building 25, Boardroom**

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