

Safety and Health Committee Meeting Minutes

Bldg. 25, Room 138

May 25, 2017

2:15 PM – 3:00 PM

Present: Raymond Bateh, Donna Ching, Laurie Choate, Sarah Kaip, Sheryl Kermaode, David Knoblach, Dan Martinson, Karl Shenkel, Samantha Soto, and Chris Vella

Absent: Al Brown, Carolyn Clark, Tim Goebel, John Harold, Rob Shailor, Vida Sherrard-Hannon, Frank Veselovsky, and Missy Yates

Meeting was called to order by Samantha Soto at 2:15 p.m.

Approval of the April Safety & Health Committee meeting minutes: It was moved by Sheryl and seconded by Karl that the April Safety and Health meeting minutes be approved. April meeting minutes are approved.

I. Reports

A. Review of Safety and Health Inspections:

1. During this last reporting period the Olympia Fire Department conducted an inspection of the campus. No major issues were identified, just a few minor discrepancies. Facilities and Security have corrected the issues.

II. Accident Investigation:

A. Review of accident/injuries reported

1. Employee was moving 2 tables and the legs of the table caught between the carpet and floor. Employee fell over table and injured wrist and foot. Recommendation: Move only one table at a time.
2. Employee slipped on liquid and fell on knee. This took place in the restroom and the lighting wasn't the best. No recommendation.

III. L&I Report

A. Information for May 2017 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	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	7	\$7,054.20
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.)

IV. Health & Wellness Update

- A. The Spring Health Fair which was held on May 24<sup>th</sup>. There were 31 vendors in attendance. The vendors were grouped into the four main topics: financial, nutrition, body, and spiritual/mindfulness wellness. The event was well attended by both students & staff. Suggestions were made for next year: increase publicizing the event and move the venue to Bldg. 22. Keep the vendor groupings.
- B. Finals Week Healthy Snacks will be set up on Wednesday, June 14<sup>th</sup> through Friday, June 16<sup>th</sup> in front of the Bldg. 22 Library. Volunteers will meet in the Bldg. 27 kitchen at 7a.m. They are:
  - Entire three days: Sheryl, Samantha, Rita, and Donna
  - Sarah (14<sup>th</sup>)
  - Laurie (14<sup>th</sup> and 15<sup>th</sup>)

V. Emergency Management

None during this reporting period.

VI. Old Business

None.

VII. New Business:

- A. Sewer drains in the library: Emergency funds from the state have been requested to fix the sewer lines. Original contractor is out of business.
- B. Graduation has been moved to Ingersoll Stadium, Olympia High School due to the unsafe conditions of the soccer field.

The meeting adjourned at 2:26 pm.

**The next meeting is scheduled for:**

**June 29, 2017  
2:15 PM – 3:00 PM  
Building 25, Boardroom**

PLEASE PUT THESE MEETING DATES ON YOUR CALENDAR:	Date	Time	Location
	July 27, 2017	2:15pm-3:00pm	Bldg. 25 Boardroom
	August 31, 2017	2:15pm-3:00pm	Bldg. 25 Boardroom
	September 28, 2017	2:15pm-3:00pm	Bldg. 25 Boardroom
	October 26, 2017	2:15pm-3:00pm	Bldg. 25 Boardroom
	November 30, 2017	2:15pm-3:00pm	Bldg. 25 Boardroom
	December 28, 2017	2:15pm-3:00pm	Bldg. 25 Boardroom
	January 25, 2018	2:15pm-3:00pm	Bldg. 25 Boardroom
	February 22, 2018	2:15pm-3:00pm	Bldg. 25 Boardroom
	March 29, 2018	2:15pm-3:00pm	Bldg. 25 Boardroom

	April 26, 2018	2:15pm-3:00pm	Bldg. 25 Boardroom
	May 31, 2018	2:15pm-3:00pm	Bldg. 25 Boardroom
	June 28, 2018	2:15pm-3:00pm	Bldg. 25 Boardroom