

Safety and Health Committee Meeting Minutes
 May 31, 2018
 2:15 PM – 3:00 PM
 Bldg. 25, Boardroom

Present: Donna Ching, Carolyn Clark, Nicole Gugliotti, Sarah Kaip, Sheryl Kermoade, David Knoblach, Melissa Rowan, Rob Shailor, Karl Shenkel, Samantha Soto, and Chris Vella
 Absent: Khalid Abdalla, Raymond Bateh, Al Brown, Laurie Choate, Tim Goebel, Dan Martinson, Scott McLean, Vida Sherrard-Hannon, Missy Yates, and Bin Zhang

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

The April Safety & Health Committee meeting minutes were approved.

I. Reports

A. Review of Safety and Health Inspections:
 None during this reporting period.

II. Accident Investigation:

- A. Review of accident/injuries reported – There were five (5) incidents reported.
1. Employee was pushing chairs on the chair rack when the rack bent smashing their left ring finger. Recommendation: Be careful. Karl will follow-up with employee.
 2. Employee was pushing the chair rack full of chairs from building 22 to building 27. Person felt strain in their lower back. Recommendation: Use cart to pull rack. Karl will follow-up with employee.
 3. Employee doing set-ups experienced on-going lower back pain. Recommendation: Take frequent breaks. Set-up crew will grow by two (2) positions. This should help with the work load.
 4. Employee was loading a push mower on the trailer. The tire slipped and the employee tried to “catch” the mower. Person experienced hurt back muscles. Recommendation: Let the mower fall, do not try to catch it.
 5. Employee was stacking a rack of tables in building 21 and smashed their hand against the wall. Recommendation: Slow down. Karl will follow-up with employee.

III. L&I Report

A. For the month of May 2018 there were five (5) claims totaling One Thousand Eight Hundred Sixty Dollars and Eighteen Cents (\$1,860.18).

<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 2016	5	\$3,679.85	July 2017	8	\$8,785.08
August 2016	9	\$7,568.25	August 2018	8	\$4,924.72
September 2016	6	\$2,838.91	September 2017	4	\$2,188.95
October 2016	4	\$3,884.86	October 2017	7	\$3,419.15
November 2016	5	\$3,942.87	November 2017	10	\$5,734.10
December 2016	6	\$3,241.61	December 2017	7	\$4,093.78
January 2017	7	\$5,675.86	January 2018	5	\$5,559.80
February 2017	4	\$2,751.86	February 2018	3	\$1,688.23

March 2017	5	\$4,556.51	March 2018	3	\$1,656.64
April 2017	7	\$7,054.20	April 2018	3	\$1,624.19
May 2017	8	\$10,070.91	May 2018	5	\$1,860.18
June 2017	8	\$8,185.29	June 2018		

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	(to date) 63	(to date) 5.73	(to date) \$41,534.82	(to date) \$3,775.89

(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. Health & Wellness Fair: May 17, 2018

The Fair was a success. The SUB was full of students and staff. Everyone seemed engaged.

- Nicole did a great job with the “Art Path” map – map of art on campus.
- There were 37 people who purchased food tickets and 96 people who turned in passports to receive a free meal. 350 meals were available.
- Bloodworks had 13 donors. The previous month there were 31 donors. Next year’s plan is to coordinate with Student Life so there is one blood donation event.
- Also coordinate dates with The Evergreen State College so TESC’s event is not on the same day. Some of our vendors were unavailable because they were at TESC.

V. Emergency Management

- Wireless locksets at Lacey 1 are failing. They will be replaced with throw levers like those on the Mottman campus classrooms.
- New e2 campus page – e2campus has been purchased by Omni Alert. There will be some organizational differences but the end user will see no difference.
- Thurston County RAVE – some college use this emergency notification system. You can sign up on the Thurston County Emergency Management web page for free alert notifications.
<http://www.co.thurston.wa.us/em/>

VI. Old Business

None.

VII. New Business:

- Healthy Snacks during the first two days of Final’s week. Sam will coordinate. All food will be purchased ready to serve. Sarah (Wednesday), Nicole (Thursday), and Donna will set up on the Olympia campus. Chris & Ann will set up on the Lacey Campus.

The meeting adjourned at 2:44 p.m.

Our next meeting is scheduled for:

June 28, 2018
2:15 PM – 3:00 PM
Building 25, Boardroom

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