

COLLEGE OF THE SISKIYOU
SAFETY COMMITTEE MEETING

Minutes
April 13, 2018

Committee members present: Eric Rulofson, Darlene Melby, Maria Ferrasci, Lori Luddon, Ed Kephart, Doug Haugen, Theresa Richmond, Jenny Heath

Note taker: Melinda Garland

The meeting was called to order at 11:00 a.m. in DLC-4.

1. Approval of Minutes: Minutes from March 8, 2018 motioned by Lori Luddon, 2nd by Ed Kephart. Passed.

2. Discussion & Action

3. Recurring Reports

- RASP – RASP day use – Suggested Emergency Preparedness Committee CPR/AED training
- Keenan Reports
- Employee Safety Communications
- Employee Accident Reports - Comp vs 1st Aid – Theresa believes there is \$750 in budget for 1st Aid kits and supplies, she will find out. Doug will share accident report form with Janice for reporting student accidents to the Safety Committee.
- Safety Requests – Complaint of motorized vehicles/ bikes on Bear trail. Eric inspected the trail and found only pedal bike tracks. He also found no signage on the trail. Dogs on the trail were also discussed. No pets are allowed on campus including the Bear Trail only service animals. Suggestion made to install “Foot Trail only” and “No motorized vehicles” signage at the trail heads. Discussed hikers carrying large walking sticks that could be considered a club or weapon on campus. Suggested calling the PD if needed.
- Safety Credit Requests: Repair of smoking tables – Doug will bring something more formal to request. CPR/AED training possibly, will talk with Beth Watt. Jenny – Ergonomic items i.e.: keyboard or desk stand. Lori said committee voted and a year ago said it is up to individual people/ departments/ HR. People should go to supervisors for ergo request.

4. Project Reports

- Soccer project; soil testing done, survey done, hope to see design in next week or two.
- Neighbor doing fire reduction of dead/ dying timber. COS granted permission to cross the campus property to access area. They will be crossing the Bear trail and know they have to leave the trail and road in same or better condition. Approximately a month depending on weather.

- Discussed the new 3D sonic printer cleaner recently set up in Yreka. Heavy duty chemicals are used. Eric is gathering information on containment and safety requirements. Like the Spectrometer, it is instructional equipment and the safe operation is the responsibility of instruction. However the device is a hazard located within the work environment. It utilizes hazardous chemicals and creates hazardous waste. Will talk with Dr. Scott about Disposal of chemicals, Jenny will be resource if needed. Facilities will move device away from the floor drain and post copies of the printers SDS sheets with sign warning “read attached warnings”.
- First Aid kits – COS provides Band-Aid refills, currently stored with Lori. Refills will stay with Darlene’s office. Email to remind people that refill items only include. Gauze, gloves, burn cream, Band-Aids, etc.

5. New Business

- Painting of lines will be started once school is out.
- Parking passes – Melinda will research and bring back to committee.

6. Old Business

- Alertus emergency notification software information was forwarded to IT for research on implementation. Waiting for new IT Director to get settled before taking this item to him.
- COS Connect powered by Everbridge sign-ups are still ongoing.

7. Other Items

8. Future Meetings

- Next meeting date was graduation day, so new date will be figured out and will notify committee.

Meeting adjourned at 10 a.m.

Respectfully submitted,

Melinda Garland