

Health and Safety Committee

Meeting Minutes

March 9, 2006

Meeting Attendees:

Anna Salyer; Beth Jeffrey; Carla Van Rossum; Carolyn Maxson; Crystal Perrine; Danette Rogers; Darren Bailey; Kim Davenport; Kim Wheeler; Linda Kachinsky; Naarah McDonald; Shanna Kinzel; Stephen Costanti; Tim Kapler

Meeting called to order at 1:05pm

February minutes approved

Updates:

Regarding outlets in BHS classrooms; 6 more outlets have been added to a table in the middle of the rooms and the outlets on the walls have been covered so they are difficult to access and hopefully will not be used.

Regarding smoking outside of Indochine; the issue has been discussed with the manager. He has spoken with his crew and asks that we call him if we have any more problems.

Regarding feeding of the birds on campus; it is an individuals responsibility not to feed wildlife on campus. Try to let your co-workers know that it creates problems for cleanliness as well as attracts mice.

Regarding a budget for this committee; Danette has not had a chance to connect with Jan Rutledge yet but will pursue the matter and report next meeting.

A sign has been created for Cherry Parkes that alerts the presence of a fire door and directs traffic to the nearest emergency exit.

Regarding the lighting in Keystone; Light strips have been purchased to illuminate the stairwells. Facilities staff are working on the best way to attach the strips to the stairs.

New Business:

April is National Disaster Safety month. April 6th is the statewide earthquake drill. Danette brought up the idea of us staffing a table in the GWP atrium with information about personal disaster preparedness kits. It was pointed out that the lists of preparedness items is available on our safety website.

Kim Wheeler has re-vamped our Emergency Action Plan to make it more user-friendly online. It will have floor plans on separate pages and links to FEMA and FEMA for kids. The draft has been completed and is being reviewed by committee. It will hopefully be available by the beginning of April.

A hard copy of the information contained in the Emergency Action Plan regarding power outages will be provided to Safety Committee members, floor wardens, and Safety and Security staff.

Darren reported that he is scheduling CPR defibrillator trainings with the fire department and will be sending out an email with details next week.

Danette reported that at the Seattle campus Health and Safety Committee meeting they said the online accident report form is being re-vamped and will be a lot easier to use. You will be able to view total numbers and types of on campus injuries as well as injuries that were narrowly missed. They encourage us to report all injuries using this form as well as injuries that almost happened so the count can be accurate and any hazards can be fixed.

Meeting was adjourned at 1:40 pm