

# Safety Committee

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## Safety Committee Members:

Linde Althaus MSCF	Kelly Halvorson MSCF	Julie Simonson Commissioners Plan
Carol Brewer Safety Officer	Ryan Haws AFSCME unit #6	Jason Theisen Facilities Representative
Rita Dingman MSCF	Shannon Lindboe, DEED	William Tuoy-Giel MMA
Larry Gordon AFSCME unit #7	Karen Schlangen, Career Services	

Meeting Date: 02/16/2023

Meeting Time: 2:00 pm

## Microsoft Teams meeting

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Meeting ID: 266 576 415 453

Passcode: oMPPBZ

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### Agenda

1. Reports of personal injuries and illness
  - 2 employee injuries since last meeting
  - OSHA 300A annual injury report posted in Human Resources
2. Accident investigations
  - None
3. Property damage
  - None
4. Alleged hazardous working conditions
  - Parking lots & sidewalks – when conditions are particularly bad, try to send out an email on Facilities/Grounds crew efforts. Will also remember to send to Shannon and Karen in CareerForce center as well.
  - Ergonomics – Have done a few evaluations and will following through on recommended adjustments for the employees.
5. Follow-up on action items from previous safety committee meetings
  - None
6. Plans and programs
  - None, working on a few to add to the ones previously shared.
7. Update on walk-around inspections conducted by
  - Safety Committee
  - Campus EHS personnel
    - New walk-through inspection tool – can be used on cell phone.
    - Boiler Room – shared results of walk-through inspection.
    - Monthly inspections – will be scheduling rotating monthly formal inspections. Will occur on the third Wednesday of the month at 2:00p.m. Will send out invite to Safety Committee members.
  - System Office inspection reports (COPE, compliance assistance, etc.)
  - Outside Agency
8. Update on building/campus security issues
  - Interior Electronic Access project – close to being complete, a few programming items to be addressed. ID cards still on backorder.
  - Exterior Cameras – also a couple of programming items to be addressed. Hope to have the PO closed in the next couple of weeks.

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9. Status of employee safety training

- ELM training – 90.2% SCTCC employees have completed ELM safety training this year. Great improvement over last year.
- Campus Specific trainings – still developing them. Met with Dean of ST&I, he is interested in training for CLA and faculty to get completed soon.
- Manikin Carrying – will look for proper lifting and carrying training.

10. Status on the job hazard analyses done for the campus

- Job hazard analyses need to be updated. Last ones completed in 2015. Will ask employees to update job duties list. System Safety & Compliance staff to help evaluate the hazards. Will provide information on items like what remedies need to be put in place to address hazard and what PPE is required for each area.

11. Open Floor Discussion

- Bargaining Unit Meetings – trying to figure out on how safety information will be shared at all bargaining unit meetings. Currently, MMA, MAPE and AFSCME all get it the same way. Waiting to hear how FSGC wants to receive the same information the others get.
- Karen shared concern about amount of time it took for security to get notified and respond. Incident involved a staff member getting pushed.
  - Advised to call 911 in that situation.
  - Also fixed issue with Breanna's cell phone that was not allowing her to get phone calls.
  - Currently testing a communication system that may allow us to have phone calls come directly to several individuals versus going through SCSU dispatch.